

# Heath Common Design Statement

## Working Party Meeting

**MINUTES** of the meeting held on Friday 20th October, 2017 at Wrens Hill, Georges Lane, Storrington RH20 3JH.

**PRESENT:** Christine Beglan, Madeleine Shaw, Tony Lisher (Chairman), Geoff Phillips, Robin Tanous and Rick Thomas

**ALSO PRESENT:** Clerk to the Working Party

**ABSENT:** TC (unwell) and PH (holiday)

The meeting was opened by the Chairman at 14:00 hrs.

**1. To Receive Apologies for Absence and Chairman's Announcements**

Apologies received and accepted from TC and PH.

**2. To Receive any Declarations of interest in any items to be discussed and agree Dispensations.**

There were no declarations made

**3. To Approve the Minutes of the last meeting held on Tuesday 3rd October, 2017.**

The draft Minutes of the meeting had been circulated to members.

**RESOLVED to AGREE** that the Chairman could sign the Minutes as a true record of the meeting which took place on Tuesday 3rd October, 2017.

**4. To Receive any documentation and correspondence**

A report by PH of the meeting he attended with Barbara Childs and Catherine Howe of HDC (Horsham District Council), and CB, had been circulated to members. The meeting was held on 4th October to discuss the way forward with the HCDS (Heath Common Design Statement). It confirmed the following:

- HDC is looking at the Statement as a supplementary planning tool, and that the special characteristics of Heath Common 'Lanes' area could be protected with a new policy in the revised HDPF (Horsham District Planning Framework).
- An initial submission to HDC of the revised Statement at the end of the year would be in good time, fitting with the HDPF revision timetable.
- HDC will agree to organise a 4-week public consultation for the revised Statement to be adopted
- After public consultation, HDC and the Working Party to define final changes to the Statement.

CB reported that HDC is being very supportive and that once the revision process

is complete, it was anticipated that the consultation would take place early next year.

**5. To Receive a Report on the first draft of the Heath Common Design Statement**

CB, GP and TL met to revise the Statement before the meeting. A draft of the amended version, prepared by CB, was discussed. CB confirmed that changes were based on members' suggestions, and were not significant, except for the description of Sandy Lane from a main lane to a tributary lane.

Members discussed a further addition to the Statement regarding the 'sustainability' argument for development.

RESOLVED to agree all changes. CB to incorporate into the draft document before submission to HDC for review.

**6. To Review the Guidance Criteria**

A copy of the GC (Guidance Criteria) review working document, prepared by RT (Tanous) was circulated and discussed. RT (Tanous) commented that he has divided the GC into four summary headings which highlight areas of priority, each with supporting evidence and policies. A list of relevant planning and appeal decisions to be contained in the appendices, prepared by RT (Tanous). A copy of suggested amendments to the GC by PH, and a copy of the Washington Parish Council's Unlit Parish Policy, also circulated and discussed.

RESOLVED that CB edit Guidance Criteria and include with Statement. To be considered at the next meeting before submission to HDC for review.

**7. To Receive the revised Project Plan**

A copy of the revised Project Plan prepared by RT(Tanous) was circulated and discussed. It includes a time line to reflect the now required public consultation.

RESOLVED to agree the Project Plan and to make any amendments if they arise.

**8. To Agree items for the next Agenda**

RESOLVED to consider and agree final draft of Statement to be submitted on or before 27 November for review by HDC.

Clerk to arrange meeting with Barbara Childs and Catherine Howe, ideally in the first week of December to discuss feedback from the document review. To be attended by RT (Tanous) and available WP members.

**9. To Agree a date, time and venue for the next meeting.**

RESOLVED that the next meeting is 24th November, 2017, 14:00 at the home of CB.

The Meeting closed at 15:05pm.

Signed.....

Dated.....