

Heath Common Design Statement

Working Party Meeting

Draft MINUTES for the meeting held on Friday 5th January, 2018 2pm at Dera Doon, Georges Lane, Storrington RH20 3JH.

PRESENT: CB, TC, TL, PH and RT

ALSO PRESENT: Zoe Savill Clerk for the Meeting

ABSENT: MS, GP and RThomas

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 MS and GP

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

None made

3. To Approve the Minutes of the last meeting held on Friday 24th November, 2017.

The draft Minutes of the meeting had been circulated.

RESOLVED to AGREE that the Chairman could sign the minutes as a true record of the meeting which took place on Friday 24th November, 2017.

4. To Receive a report of the meeting with HDC and to discuss further amendments to draft Design Statement

CB's report of meeting with Barbara Childs and Catherine Howe on Thursday 14th December, and their advice given, was discussed. RTanous emailed his comments about the meeting, to all members. Clerk reported that she had not received HDC's summary of agreed points, and agreed to chase up.

CB emailed a copy of the VDS to all members on 28th November, to include all amendments agreed at the last Working Party meeting.

TL reported that on the whole the meeting with HDC was positive. Members discussed HDC's advice and further amendments point by point, to be presented to HDC once clarification of their guidance is received.

The Chairman produced a map of the area to include in the Statement. Group agreed to provide two maps - a modern update of the original to include the SDNP and built up area boundary, and a smaller map of the Heath Common 'Lanes' to focus on the infrastructure showing all access points i.e. the twittens, public footpaths and bridleways. CB to ask GP if he would undertake the work.

Amendments based on HDC's advice were discussed. See Appendix with draft Minutes.

RESOLVED to agree the amendments shown in Appendix A to be included in the Draft VDS

5. **To Agree attendees at the meeting with West Sussex Highways Authority**
 Cllr Paul Marshall has facilitated a meeting with Chris Stark, Horsham area manager of West Sussex Highways Authority at the Clapham Depot on Friday 12th January, 9.30am. The purpose of the meeting is to engage with Highways' planning to get them to accept the Heath Common 'Lanes' as requiring special status.
RESOLVED that Chairman and PH to attend with Cllr Marshall.

6. **To Agree items for the next Agenda**
 Review amended Design Statement before submission to HDC in February
 Receive report of the meeting with the Highways Authority

7. **To Discuss and Agree minute taking for future VDS meetings.**
 ZS reported that she is seeking to step down from minuting the meetings to allow her to focus on her role as the Parish Council's Clerk.
RESOLVED that ZS agreed to continue minute-taking while a replacement is sought.

8. **To Agree a date, time and venue for the next meeting**
 Friday 26th January at 2pm

Meeting closed 15.55pm

Appendix A

Amendments to the draft Heath Common Design Statement:

- Remove paragraph on Sandwinning p12
- Remove reference number to HDC policies and link reference to consultation with interested parties on p12
- Amend statement re RMC Workshops to: 'Millford Grange development has provide valuable in the',. Remove link p11.
- Emphasise the importance of protecting the BUAB - to be included on p4 in the early part of the non-technical planning guidance, and make reference to it in the map.
- Emphasise the cumulative effect of multiple planning applications, at the start of the planning criteria and main body of the document, by inserting the following:
 - 'whilst each planning application is unique, the cumulative effect of many applications can impact the local environment'
 PH commented that the BUAB protects Longbury Hill Wood, also the development on the east side of Hampers Lane are on spacious plots and retains differentiation between Countryside and BUAB.
- P7 - The Future Settlement - the area of woodland north of BUAB - permitted development forestry rights removed as it has been decided.
- Re-organise and re-draft the planning guidance in Section 2 according to the 4 criteria regarding scale of dwellings and significant extensions, impact on
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- the lanes' infrastructure, biodiversity and impact of modern living, unlit parish status. PH to do.
To be revised and circulated before end of January.
- Thakeham Tiles - to be changed. Request to be consulted on any future plans.
- Change AONB to area of outstanding natural beauty - now part of the South Downs National Park.
- Remove all planning policies from the main body and create an appendix D of the policies (except in conclusion section which will accompany PH's amendments) CB to arrange with GP.
- HDC has offered 10 hard copies and electronic copies of the Design Statement. PH suggested publishing it on the website with a link. Agree to notify residents of the Design Statement in the parish newsletter. Electronic copies are sufficient.
To request HDC to oversee the final formatting of the document so that it is user-friendly across all devices.
- Above revisions to be sent to HDC the first week of February.