

# WASHINGTON PARISH COUNCIL



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## Heath Common Village Design Statement Working Party Meeting

**MINUTES** of the meeting held on Friday 8th September 2017 at 2pm, Dera Doon, Georges Lane, Storrington RH20 3JH

**PRESENT:** Cllr Christine Beglan, Cllr Trisha Cook, Cllr Patrick Heeley (Chairman of Washington Parish Council) and Cllr Tony Lisher, Mrs Madeleine Shaw, Mr Geoff Phillips and Mr Robin Tanous

**ALSO PRESENT:** Zoe Savill, Clerk to Washington Parish Council

**APOLOGIES:** Cllr Rick Thomas

**The meeting was opened by Cllr Lisher at 2.10pm.**

### **1. To Nominate and Agree a Chairperson of the Working Party**

Cllr Beglan nominated and Cllr Cook seconded the appointment of Cllr Lisher as Chairman.

**RESOLVED to AGREE** the nomination and Cllr Lisher accepted office.

### **2. Apologies for Absence**

Apologies were received and accepted from Cllr R Thomas

### **3. To Welcome new members of the Heath Common Working Party**

The Chairman welcomed members.

### **4. To Agree Terms of Reference for the Working Party**

A number of amendments were put forward. The Clerk's advice on Declarations of Interest was **NOTED**.

**RESOLVED to AGREE** the amendments of the Terms of Reference (ToR) **AND** that it is not a prejudicial interest that all members live on Heath Common Lanes.

Clerk to circulate amended ToR .

## **5. To Receive any documentation and correspondence**

The Chairman invited PH to read a report on the agreed actions of the Heath Common Policy Advice Meeting with Horsham District Council in June. It was attended by himself, Cllr Cook, Cllr Lisher, Mike Gould (HCRA) and Robin Tanous (HCRA), together with Dr Chris Lyons ( Head of Planning), Barbara Childs (Head of Strategic Planning & Sustainability and author of the report) and Catherine Howe (Principal Planning Officer)

Agreed actions were as follows:

1. Preparation of a Neighbourhood Planning policy note to be circulated to Development Management to remind staff of their status and that of adopted Village Design Statements. Specifically with reference to Heath Common to highlight the low density character of the area and the need to ensure that proposals are in accordance with the HDPF (Horsham District Planning Framework), specifically Policy 33, Development Principles; and other policies such as Policies 24, Environmental protection and 39, Infrastructure provision. ACTION – HDC (Catherine Howe to prepare)
2. Review the Heath Common Village Design Statement to address what has changed in the last 20 years since the current version was published; amend references to up to date policy guidance; include specific reference to the low density character of the area of land around ‘the lanes’. ACTION – Washington Parish Council
3. Include consideration of specific policy for Heath Common in the local plan review – ACTION – HDC
4. Investigate whether WSCC Rights of Way team can be consulted on applications in Heath Common. ACTION - HDC

Members **NOTED** the report and that the Working Party aims to address the action required to be taken by Washington Parish Council.

It was further **NOTED** that RT would circulate his report on changes in the planning environment in the 20 years since the VDS (Village Design Statement) was produced. To be tabled at the next meeting, and used as an aid for the revision process. This would help the Working Party satisfy HDC that any changes are in line with current government policy and HDPF (Horsham District Planning Framework) policies.

The following main considerations for the review were **NOTED**:

- A VDS updated in line with HDC’s expectations and the HDPF.
- Monitor future changes to the VDS with a view to representing fairly the interests of the whole community
- Traffic density - increases and impact on the area in the last 20 years
- Cumulative review/count of additional infill dwellings in the last 20 years
- Protection of the low density character of the area

- A comprehensive legal argument and evidence to show why the area is of special interest requiring protection.

**6. To Agree actions to be taken before the next meeting**

Members discussed the need to submit the revised VDS for it to be considered in time for the current Horsham District Council’s Local Plan review. It was recommended that each member highlights what is still relevant, or should be added to the current VDS in preparation for the next meeting. This would allow time for detailed examination of the 26 Guidance Notes at the following meeting.

**RESOLVED to AGREE** the recommendation. RT to prepare draft Project Plan for review at the next meeting.

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

**RESOLVED to AGREE** the next meeting on Tuesday 3 October, 2pm at Dera Doon, Georges Lane, Storrington.

Signed.....

Dated.....

**The Minutes of the Committees and Working Parties are available by email from the Working Parish Council Clerk and are published as draft minutes on the Parish Council website [www.washingtonparish.org.uk](http://www.washingtonparish.org.uk)**