

**Steering Group Overview Minutes
10th October 2016 7pm STC Offices**

Present

Cllr. Lindsay Freeman, Mayor; Faustina Bayou, AiRS; Cllr. Alan Latham; John Alcock, Housing FG; Keith Blackburn, Environment FG; Sylvia Dunn, Environment FG; Sarah McStravick, Transport FG; Fiona House, Admin; Cllr. Mark Brown, Deputy Chair; Julie Davies, Chair.
Public

Apologies: none recorded

Minutes from previous meeting: agreed

Matters Arising

Housing development opportunities:

- Confirming definition of “windfall sites” in the context of the Newlands development is key. It was noted this is an important issue in respect of number of dwellings required to be identified within the Town. AL commented a delegation needed to meet with LDC for clarification.
- It was noted that the work by the Housing Focus Group should still be done on alternative sites as it is required, irrespective of whether Newlands will be included in Seaford allocation. This is because all possible sites need to be properly examined to meet the criteria for a Neighbourhood Plan to “pass”.
- AL raised the point that affordable housing is a key issue and need.
- It was noted that the future of Trek may create an opportunity for either business or dwellings. The old gas works may also be a possible site subject to suitability – e.g. flooding. FB noted the Housing Focus Group should take this forward. It was important to find landowners and encourage them to be part of the NPlan.

30th November Consultation event:

- It was noted work was underway to secure the Clinton Centre for the event. Each Focus Group would need to present their work to date and staff a “stall” at the event. Publicity for this event was being planned.

Outcome of NDP volunteers press release:

- The Steering Group recorded a vote of thanks for the STC Clerk James Corrigan and Alan Latham for their efforts. A press release, leaflet distribution and Facebook activity had generated at least 6 volunteers with some already joining Focus Groups.
- It was noted that radio or Seaford Scene could be utilised going forward if more volunteers were needed. FH

Focus groups memberships and leaders:

- FB proposed merging the Facilities & Infrastructure and the Local Economy and Infrastructure Focus Groups into one Focus Group called “Local Economy & Facilities” owing to the lack of overall volunteers for the two groups. It was noted that it was disappointing, and the proposed merger was agreed. Overall though, resident engagement is growing on Focus Groups which is positive.
- LF raised the issue of the Young Person’s Workshop. FH reported she was contacting Seaford Head School. It was discussed that continued work would be undertaken to ensure that the young persons’ voice was included in the Neighbourhood Plan.

Next key milestones:

Upcoming Workshops (in addition to 30th November Consultation Event)

- Young people – publicity underway and event on evening of 19th October.
- Business workshop 24th - FH distributing posters this week and will be talking to local businesses about the Neighbourhood Plan and Workshop. It was noted that the Chamber of Commerce to put information out to members, and going to local shops would all be useful.
- Examine if a stall/ potential empty shop at Christmas Magic would be possible.

Update from focus groups

- Transport: Met last week, clarifying objectives, meeting again in November. Will speak with Newhaven, Alfriston and East Dean to liaise
- Environment: Had 3 meetings and on track. Detailed analysis of green space underway. Ted Hart now Chair.
- Housing: Updated initial report, meeting this week to identify sites, Design guide underway with examples of good and poor design to be looked at. Maps needed from Workshops.

AOB

- Discussed if we could get local businesses to sponsor some of the costs of, for example, printing. FB noted it could raise a conflict of interest but you could seek local business sponsorship if they were not related, for example, to a plan developer etc. – i.e. not conflicted.
- MB could ask Kevin Gordon and Museum for historical images.
- MB noted an open meeting 3rd November at Planning for Newlands Development.
- Information on Steering Group members on the website still being progressed.

Future Steering Group Dates

- 14th November 2016
- 12th December 2016
- 9th January 2017 (no FB)
- 13th February 2017
- 13th March 2017