

**Minutes of the Steering Group meeting held on Monday 10<sup>th</sup> July 2017 at 7 pm in Seaford Town Council offices (draft)**

Present: Keith Blackburn (Chair), Mark Brown (Vice Chair & Deputy Mayor Seaford Town Council), Fiona House (Local Economy & Facilities Focus Group and Communications), Diane Bushell (Housing & Development Focus Group), Charlie Grimble and John Allcock (Housing & Development Focus Group, George Taylor, Alan Latham STC, Sylvia Dunn (Environment & Countryside Focus Group, Faustina Bayo (AIRS) and Richard Honeyman STC. Two members of the public (MoP) were present.

Minute Taker: Jane Keel

- 1) **Apologies** : Lindsay Freeman & Sarah McStravick.
- 2) **Agreement of Notes of last meeting** of 31st May 2017 were agreed.
- 3) **Matters Arising:** Current position on Community Assets still to be established. **Action FH.** KB had found the MSc students report on the Town Centre of use and had secured permission to copy the slides for the consultation event.
- 4) **Housekeeping:**
  - No spend this month.
  - Website: all is going well. FB encouraged all to share on Facebook and spread the word
- 5) **Preparation for Consultation Event on 11<sup>th</sup> July**

Roles agreed. It was agreed that a hard copy of the consultation would be available in the Tourist Office (after the meeting: decided to also have available at the Library) for perusal by those unable to attend or without internet facilities. **Action: FH**
- 6) **Update on AIRs assessment of sites**

No questions but it was noted that a massive vote of thanks was due particularly to Di Bushell and Charlie Grimble.
- 7) **AIRs Update** on:
  - The **scoping** report : Alison Keech will revise this taking account of comments received, hopefully to be completed this week. **Action: AirS (AK)**
  - Pre-submission Draft NP – Draft to be completed after taking comments from the consultation into account. **Action: Claire Tester** to revise it by the end of July.
- 8) **Update on receiving technical Support from AECOM** - CG reported that two applications had been made for consultancy support: one approved so far was for 30-40 person days to give a professional report on the many challenges facing the Dane Valley project. Much

work on the Design Guide had been done by volunteers but it had not proved possible to recruit anyone with the technical expertise to draw together the work into a guide. It is hoped that AECOM will assist with this too.

9) **Project Plan** - fully covered in the Public Consultation material. The time table is challenging but achievable.

10) **Updates on wider issues:**

**Action: FB** to send out a document showing the impact of The Neighbourhood Planning Act of 2017, FB confirmed there would be little effect on our plan although one useful feature was that examiners will meet the groups in future to understand the reasoning behind Plans that had been put forward.

CG had attended a Flood Action Group meeting. ESCC, LDC & Southern Water are carrying out a joint appraisal of the possible long term impact of more housing in the Dane valley area and a report will be issued to the Group in September. CG commented that we need to know the drains capacity and address the peak flow problems.

11) **Any other business:** It is anticipated that the draft Pre-Submission Plan will be put to a special meeting of STC Full Council on 31<sup>st</sup> August. The Group felt that they should attend for the discussion; speak as necessary; and answer any questions Councillors may have: **Action AL:** Town Clerk to be consulted.

The use of the Neighbourhood Plan logo by a political candidate in the Town Council elections was discussed. **Action: AL** to make enquiries as to whether further action was possible.

12) **Dates of future meetings:** 14<sup>th</sup> August, 11<sup>th</sup> September, 9<sup>th</sup> October, 13<sup>th</sup> November and 11<sup>th</sup> December.