

DITCHLING NEIGHBOURHOOD PLAN

NOTES OF MEETING HELD AT THE OLD MEETING HOUSE 20th AUGUST 2013

Present - Tom Dufty (Chairman)
Tom Jones
Mike Burr
Roy Burman
Richard Flack
Edwina Rowling
Sallie Collard-Watson
Brian Clutterbuck
Geoff Kavanagh
Andrew Triggs (SDNPA)

The aim of the meeting was to determine the scope of the Plan and determine the composition of the steering group.

Scope

- 1) It was agreed that for strategic and other reasons the Plan should encompass the whole Parish even though the major part falls within the National Park with the rest in Lewes District. Although most of the population lives within the settlement the geography and topography of the Parish and its location is what characterises Ditchling. Also it is important to include those living on the periphery of the Parish, such as on the Common and St George's Park, safeguarding and providing for whose interests are equally important. There is a good working relationship between both Authorities.**
- 2) It was also agreed to invite Westmeston to join in developing a united plan. There was felt to be much synergy between both Parishes with Westmeston sharing in the use of many facilities and services located in Ditchling Parish. It was agreed to offer the same opportunity to Streat though it was felt that they were likely to feel more aligned with Plumpton. Consideration was given to whether to invite Keymer and/or Hassocks to join but since there is a duty to co-operate with neighbouring parishes anyway and they come under different authorities from us it was decided not to.**
- 3) Tom Dufty to write to both Westmeston PC and Streat Parish Meeting.**

Steering Group

It was agreed that it was very important that the project was not perceived to be run by Parish Councillors and the 'usual suspects'. However competent they might be in producing a plan acceptable to the Independent Examiner the perception that it was being imposed would risk its credibility in the Parish referendum. It is very important that it is perceived as a 'bottom-up' process with residents and interest groups not just being consulted but involved in the development process.

It was agreed that the Steering Group would have three component parts to it:

- 1. A Project Management Team comprising a cross section of residents, no more than ten in number, tasked with taking the NP forward, collecting evidence and developing policy options. Of those present at the meeting Edwina Rowling; Mike Burr; Richard Flack; Sallie Collard-Watson; Tom Dufty offered to join this team if asked.**
- 2. An Advisory Team composed of nominated Parish Councillors and appropriate**

resident professional 'experts' to provide specialist knowledge as needed; to monitor project progress; to test draft policy options; and ensure that the plan is credible and meets with all the legislative and other requirements. Tom Jones; Roy Burman; Don McBeth and Phil Smith would join this team plus others. Brian Clutterbuck and Geoff Kavanagh offered to join it.

3. A nominated resident representative in every street (not a member of either of the above bodies), able to act as the link, throughout the project, between the residents in their streets and the project management team feeding information both up and down. This in addition to the formal consultation process with residents and interest groups that will be conducted.

Initially joint meetings of the Project Management Team and Advisory Team are proposed to agree the Terms of Reference of the component parts and the Consultative Process. Subsequently the Project Management Team would meet with the Advisory Team on a regular basis and/or as needed.

The composition and structure of the Steering Group will be subject to occasional review. People with special knowledge or experience to offer can be co-opted when occasion demands.

New individuals are to be approached for the management team and links with the community established. All agreed to suggest names.

It was agreed that a Formal Declaration of interests will be required as soon as the Steering Group component parts are established.

Date of next meeting will be on August 28th in the OMH starting at 7.30pm