

**Minutes of the meeting of the Maresfield Parish NDP/CLP Steering Group  
held on Thursday 30<sup>th</sup> March 2017 in the Parish Office, Nutley, at 7.30pm.**

**Present:** Cllr M Craddock (Chairman), Cllr Mrs L Reeves, Cllr Miss G Hallin, Mr F Taylor, Mrs M Turner.

1. Public session – No members of the public were present.
2. Apologies for absence – Clerk T Allen, Mr R Smith, Mr A Foskett.
3. Declarations of interests – None.
4. To approve the minutes of the meeting held on 27<sup>th</sup> February 2017 - **It was resolved** to adopt the minutes as a true record of the meeting.
5. Matters arising from these minutes not covered under this agenda - None
6. To discuss the current position regarding the Draft Plan:-
  - I. AECOM – Technical support to produce SEA & HRA:-
    - i. Telcon at 19:45 with Alastair Peattie & James Riley – An extensive telephone discussion ensued: Fred Taylor outlined the matters discussed at the recent meeting with Marina Brigginsshaw of WDC noting that she is now conceding that an HRA may not be required but taking a precautionary approach an SEA will be required. It was agreed that James would make a specific request to WDC to advise whether an HRA would be required.  
Fred asked whether we should update our Housing Needs Assessment and Alistair responded that under the new legislation WDC would have to provide NDP groups with housing numbers but there was the opportunity to apply to Locality for funding for a new HNA.  
It was the unanimous view that we should continue to work towards completing our draft NDP as soon as possible and that the Clerk be requested to organize a working session (possibly a full day) for all who had drafting responsibilities.
  - II. WDC: -
    - i. Report from the meeting with WDC held on the 16<sup>th</sup> March 2017 – see above. It was generally thought that the meeting had been worthwhile. See attached notes of the meeting.
  - III. Employment of a Planning Consultant – It was agreed that a suitable Planning Consultant would be engaged to assist in vetting our completed draft NDP.
  - IV. Planning applications already received/approved – These as per the schedule were noted.
  - V. Project Plan – Review, update and progression of Tasks – The project plan was briefly reviewed with the main action point as in 6. I. (i) above. In addition the Clerk to be requested to liaise with Matthew Bright and others not at this meeting who had responsibility for the drafting of sections of the NDP.
  - VI. Project funding – remaining budget – Noted
7. Date of next meeting – Thursday 4<sup>th</sup> May at 19.30.

*There being no further business, the meeting closed at 20.55.*