**Neighbourhood Plan Meeting 17th July 2013 7:30pm at Goods Yard House Hartfield TN7 4JG**

**Present:** Kevin Hawes, Laura Hatch, Jo Edwarde, Claire Risby, Faye Horsman, Nancy Holmes, John Smith, James and Charlotte Montague, Mark Weaver and Anne Higgins.

**Absent:** David Tully.

**Apologies:** Edward Stenhouse and Dan Maher.

**In attendance:** Emma Fulham Clerk to Hartfield Parish Council

1. **Introduction**

Kevin Hawes introduced the concept of Neighbourhood Planning and outlined objectives and general plan to progress the plan forward. It was agreed that the Neighbourhood Plan would be the main priority and that with some overlap in subject matter the Community Plan would follow on from it.

It was agreed that Kevin should continue to chair the meeting until smaller subject groups were established.

Everyone was asked to introduce themselves to each other.

Everyone was asked to remember to declare interests when applicable.

Each topic was then discussed following on from the April public consultation and priorities for future consultation were agreed and sample questions and evidence base for each topic were explored as follows:

1. **Housing**

It was agreed the context of this subject like others should be determined against the background of a 25 year plan. The public consultation had shown support for several types of housing need requirements including:

1. New builds
2. Refurbishment and subdivision.
3. Affordable housing - rent and part ownership
4. Starter homes
5. Downsizer properties
6. Live work units

**The public consultation questions agreed were as follows:**

1. Is new housing needed?
2. Where should it be situated? – Rural or Village centre?
3. What type of housing should be built? – For example: Affordable housing / Starter Homes?

**The evidence base should refer to WDC information – housing needs survey, wage demographic information and census information.**

1. **Independent living and retirement properties**

After some discussion it was agreed to focus on smaller property rather than large scale nursing home developments and that any future application should be determined on individual merits.

**The public consultation questions were as follows:**

1. Is there a need for smaller properties for people downsizing within the parish?
2. Would you be interested in warden controlled or assisted accommodation?

**The evidence base should refer to WDC information on housing and census information.**

1. **Business and Employment**

After a discussion on current capacity and typical work patterns of parishioners the group decided to ask some questions for more detailed opinion for support of developing local businesses. It was also noted that commerciality would determine viability for any scheme in the future.

**The public consultation questions were as follows:**

1. Would you support growth in existing businesses including expansion of premises?
2. Would you welcome new businesses?

**The evidence base to include broadband survey and business information held by HPC.**

1. **Tourism**

**The public consultation questions were as follows:**

1. Would you support more holiday lets to encourage short stays rather than day trips to the area?
2. Do you support tourism within the Parish?
3. Would you support an increase in tourism in the Parish?

**The evidence base should refer to WDC information and Ashdown Forest Tourism Group.**

1. **Design and Conservation Area.**

**The public consultation questions were as follows:**

1. Do you like the design of recent new builds and extensions within the Parish?
2. Do you prefer traditional style or contemporary style – Yes/No
3. In the future?
4. In the Conservation Area?
5. In the rest of the Parish?

**The evidence base should refer to WDC information and public consultation.**

1. **Local Facilities and Assets**

**The public consultation questions were as follows:**

1. Would you support a new community facility?
2. Do you consider there to be a problem with parking? Yes/ No
3. On a day to day basis?
4. For special events – Fete/ Storyfest etc?
5. If yes would you support a permanent car park within the Village Centre?

**The evidence base should refer to WDC and public consultation.**

1. **Action Points**

Emma to send out minutes and set up an email contact group for ease of communication.

Laura to send out a link to new website for input and content.

Kevin and Laura to finalise with Emma questionnaire for use with the August newsletter and at the September Fete.

Laura said she would like to analyse data and it was agreed a meeting in October to review and plan the next stage would be the best way forward.

1. **Meeting concluded at 9:45pm**