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FERRING PARISH COUNCIL

Neighbourhood Plan Implementation (including 3 x CRTBO's) Meeting (Advisory Powers only)

Minutes of the Neighbourhood Plan Implementation (including 3 x CRTBO's) Committee Meeting held at 7.00pm on 15th February 2021 via the Zoom platform

Present	Councillors	Peter Coe
		Clare Royal
		Stephen Abbott
		Ruth Arnold
		Roger Elkins
		John Tero
		Ruth Sims
		Alex Juniper
		Ruth Sims
	Retirement Club	Valerie Simpson

1	<p>Apologies for Absence Apologies were received from Councillors Elizabeth Perry & Terry Jackson. Valerie Simpson was welcomed to the meeting as the Chairman of the Retirement Club.</p>	
2	<p>Declarations of Interest There were not delectations of interest.</p>	
3	<p>Public Question Time There were no resident questions.</p>	
4	<p>To confirm the minutes of the last meeting held on 17th August 2020 The minutes were agreed as the correct record and signed by the Chairman.</p>	
5	<p>Matters arising from the report meeting on 17th August 2020 Item 5 - Little Paddocks Freeholders were written to and the situation explained to their satisfaction. They have asked to be involved in any future discussions. Item 9 – Statement still to be written once there is a clear picture.</p>	
6	<p>Neighbourhood Plan Implementation (including 3 x CRTBO's) – Recap of previous work; Overall Update (incl brief outline on Glebelands Car Park) To recap from August last year, the bulk of the NP has been refreshed and changed to present tense. Policies have been remapped against those in the 2018 Arun Local Plan and the South Downs Local Plan where applicable. As discussed at Full Council a decision was taken to pause work on the update of the</p>	

NP pending further information from ADC on their plans for revision of the Local Plan.

The Good News - There have been developments in respect of the potential for Glebelands Car Park in that ADC have at long last responded to the request for a meeting which will be held on the 5th March. An outline concept based on that included in the CRTBO has been drawn up to facilitate development of an in-principle solution which could then be considered in detail by the ADC Property team. Council will be kept informed of any progress.

Councillor Carole Robertson reminded the Committee to include the Football Club in these negotiations.

The Bad news - In light of information from a Parish Update in November, and subsequent discussions with the planning policy team at Arun:

It is considered that Ferring does not have an up to date 'made' NDP (para 14 a) wasn't made 2 years or less before the 2018 change in the Arun Plan) coupled with the planning authority's inability to demonstrate a 5 year Housing Land supply, which means that there is a 'presumption' in favour of sustainable development that will operate in Ferring should applications be submitted - until an up to date NDP is achieved, compliant with Aruns Plan, one assumes.

There is therefore a need to:

Reinvigorate the review and update of the NP to maintain currency which will include submission for grant funding, early engagement with the community and project planning of evidence to support the plan preparation to Regulation 14 draft plan the form of which depends on whether material changes or minor changes are proposed.

Assess how we are to meet the three-year delivery requirement of "at least" 25 dwellings per annum for the period 2018 – 2031! (ie 325 dwellings!). We have had applications approved for 40 since 2018, with a further 4 pending - a shortfall of some 281. Currently the HELAA identifies a yield of 134 for Deliverable (56 on Green Park) and Developable (78 on other sites).

Review existing proposals as these will carry no weight in planning terms and identify any new policies that need to be put in place.

Whilst we did state within the NP that we would review every 5 years or on change of Arun Local Plan, we were, in November last year, informed by ADC that there is no statutory requirement to review or update a neighbourhood plan or a particular window. Good planning practice for planning policy documents indicates about 5 years so that the document takes account of updated evidence etc. Therefore, we have recommended that groups review or update their Plan mainly because since making the Plans not only are most over 5 years but the Arun Local Plan has also been adopted in July 2018 (most of the plans were examined against the 2003 Local Plan).

	<p>At no stage until the Update last November have we been advised that plans are considered to be out of date if they do not contain a 3 year delivery plan.</p> <p>Councillor Stephen Abbott raised concerns that clear guidance has not been received from ADC and that there is a lack of engagement with the parishes with regards to any rule changes.</p>	
7	<p>Arun Local Plan 2018 review – update from ADC Councillor Roger Elkins</p> <p>Housing: Councillor Roger Elkins welcomed the idea of moving forward to review the FNP and advised that due to a change of administration and housing numbers not being delivered to meet the housing requirements criteria, the local plan is being reviewed and the following objectives are being set; Economy, Climate change, Type of housing, protecting landscapes, safe environment and promoting strong and cohesive communities.</p> <p>The ADC Planning Policy Committee will be meeting to discuss further with particular emphasis on the Interim Housing Strategy Study document that sets out the number of houses required to get back on track. Subject to their meeting on 23rd, a vision for the Arun District will be created. This is a lengthy process and will be followed by a public consultation.</p> <p>Greenspaces: Councillor Roger Elkins advised that the Worthing local plan is currently out for public consultation and defines the local green spaces at Chatsmore farm and the Goring gap.</p> <p>He went onto say that greenspaces can only be reviewed at time of the local plan and is best coming forward within a policy of a NP with supporting evidence.</p> <p>Local greenspaces are a designation of green belt and hold strong planning grounds for keeping the greenspaces more so than being designated in the HELAA and that any greenspaces adopted in the local plan were identified by parishes.</p> <p>Councillor Peter Coe raised the question that in 2015 FPC engaged with ADC with regards to local green spaces whilst ADC were writing the local plan and there was the assumption that ADC will include this in their plan which has not been the case. This indicated a discrepancy between WBC & ADC as WBC refers to the land as greenspace whereas ADC refers to the land as the gap between settlements.</p>	
8	<p>Neighbourhood Plan Review Group – Councillor Peter Coe</p> <p>Working Groups CRTBO Group <i>Councillor Clare Royal</i></p> <p>It was advised that nothing further has moved forward in respect to the 3 x CRTBO's.</p>	CR

CRTBO 1 Allotment Land - It is acknowledged that there is a lack of suitable land within the village and any approaches to landowners has been unsuccessful.

CRTBO 2 Village Hall - The Committee is aware that the Village Hall Committee has withdrawn from the FNP.

CRTBO 3 Glebelands - There has been no further correspondence from WSCC.

Areas of Special Character/Conservation Area Group *Councillor John Tero*

1. Addition of Goring-Ferring Gap as a 'Local Green Space'

There has been concern over the proposed development by Persimmon in the upper Goring Gap. Together with the History and Conservation Groups, a draft submission has been generated to be included in the 'Local Green Spaces' section of the Ferring Neighbourhood Plan. Worthing Borough's Local Plan also intends to include their section of the Gap as a 'Local Green Space' so our submission would complement this. The Goring-Ferring Gap appears in the Arun Plan but its protection is very loose. For example, development may be permitted if it does not undermine the physical and/or visual separation of settlements, does not change the character of the undeveloped coast or cannot be located elsewhere.

If the Parish Council wishes to object, in principle, to development in the Gap then some justification should appear in the FNP. The draft submission can be circulated through the Parish Clerk if necessary.

2. Conservation Area Update

Even though the Ferring Conservation Area is included in the current Arun Area Plan the Arun Conservation Officer does not consider that the Appraisal is strong enough to prevent future development. He then sent an Appraisal Structure document that is extensive and required a lot more work to complete. However, the History Group has provided a history summary and a detailed description of the historic buildings in the Conservation Area and the Conservation Group has provided a write-up for the vegetation, gardens and trees. These are incorporated into the Appraisal Structure although there is still a few more sections to complete. When complete it is agreed to send the total submission to the Arun Conservation Officer for his comments and I expect there will be a few revisions.

The Ferring Conservation Area currently lodged with Arun does not include any buildings north of the library so the new plan will extend the Conservation Area to include the Village Green and the cottages just north of the Village Green. It will also include the war memorial, the shops just south of the war memorial and the 'Old Village School' retirement home. Although the shops and 'Old Village School' are modern buildings we need to ensure that any new development does not detract from the nature of the 'Conservation Area' and including these makes the Area boundary more contiguous. The Village Hall is not included.

Assets of Community Value Group

JT

	<p>Nothing has moved forward in respect to the Assets of Community Value.</p> <p><u>Communications</u> See minutes item 10 Next Steps</p>	
9	<p>Community Infrastructure Levy</p> <p>a) Explanation</p> <p>The Community Infrastructure Levy (CIL) is a one off charge that local authorities can set on new developments in their area. Its purpose is to raise funds for infrastructure needs in the area to support growth. There is a charging schedule maintained by ADC. Dependant on the amount, payments are made within set period(s) after work commences (not after planning approved) and may be phased for higher payments.</p> <p>Letters are sent by ADC twice yearly to confirm amounts to be paid (first payment will be April 2021) Payments are made twice yearly (October and April). Ferring Parish Council will receive 25% of the levy as we have a made neighbourhood plan. CIL received by the Parish Council MUST be spent within 5 years and all receipts, expenditure must be recorded and reported annually.</p> <p>A payment has been received by ADC for Ferring (estimated to be around £4k), which should be made available in April.</p> <p>Funds can be spent on:</p> <ul style="list-style-type: none"> • providing, replacing, improving, operating or maintaining infrastructure that supports development in the area; or • anything else concerned with addressing the demands that development places on the area. <p>b) Potential Project List</p> <p>In order to be in a position to utilise the CIL payments, we need to create a project list to meet the criteria of r spending the CIL. Suggestions for inclusion of suitable infrastructure projects should be submitted to future NPI meetings for consideration. Note there are not significant sums involved, for example the development of the Tudor Close will raise around £3.5k.</p>	NIPS
10	<p>Next Steps – Focus for next 6 months</p> <p>a) Re focus of Policies and Projects (Change from Proposals) –</p> <p>In light of recent pre-application for Highdown Vineyard, 2020 HELAA designations, particularly relating to the Green Park site, and comment by ADC that Gaps between settlements could have small or moderate development, there is a need to review all Policies and Proposals to identify any gaps or areas where the existing policies require strengthening.</p> <p>i Review Policy 7 (North of A259) to ensure that protection from residential development remains robust.</p>	

	<p>ii Design policy To preserve the longer-term sustainability of the Village there is a need for affordable and downsizers rather than £1.2m “mansions”. This may need a new policy to influence design of future new builds.</p> <p>b) Confirm initial consultees (incl Little Paddocks Freeholders, Conservation and History Groups) At present Councillor John Tero is engaged with the Conservation and History Groups on the review of the conservation area and Local Green Spaces, would appreciate support from a volunteer to liaise with Little Paddocks Freeholders to establish their support or otherwise for designation</p> <p>c) Proposed Working Group(s) In light of priorities, there is a need to refresh the work strands/groups to provide a focus. These are Council led with a nominated councillor and should include relevant interested parties from the village</p> <p>i Overall Policy review and update – Councillor Coe to lead Review current policies and determine which proposals need to be turned into policy and whether additional policies (eg, design and nature) are required. How and where Housing Allocation (Target) can be met. Councillors Alex Juniper & Ruth Arnold agreed to support Councillor Peter Coe and to be involved with the review and update.</p> <p>ii Designations - Special Character/Conservation/Local Green Space – Councillor John Tero to lead. Identification and justification of areas for designation as Special Character, Local Green Space and current/expanded Conservation area.</p> <p>iii Communication - Community Engagement plan - Councillor Carole Robertson to lead. What with whom and when to communicate (fed from working groups) and to work on the overall plan for presentation to the community/referendum if required.</p> <p>d) Prepare Initial Draft Plan – Output from above</p>	<p>JT</p> <p>PC/AJ/ RA</p> <p>CR</p>
11	<p>All about Ferring Magazine – NIPS article Update, content to be approved by Full Council.</p>	
12	<p>Urgent matters arising, since the preparation of this Agenda & Items to be referred to next Agenda There was nothing to mention.</p>	
13	<p>Next Meeting – Monday 17th May 2021 Meeting closed at 8.05pm</p>	