



**Minutes of Committee meeting 7pm by Zoom on 12<sup>th</sup> September 2023.**

1	<b>Apologies</b> None <b>Present</b> Debbie Annells (Minutes); Patrick Lowe (Chair), Anant Suchak (Treasurer) and Jack Moxley.	
2	<b>Minutes of Committee meeting on 17<sup>th</sup> August 2023</b> Agreed by all. Matters arising are dealt with below.	
3	<b>No date fixed for next Committee meeting</b>	
<b>Part B</b>	<b>Main Business</b>	
4	<b>S106 contract/Hyde/Letter from Michael Gove</b> In light of the letter received from the Dept of Levelling Up (see Attachment 1) it was decided to write further to Hyde. The text of the Extracts of Committee activities was agreed (see Attachment 2). Anant will share this with Sarah Poulter at Hyde. We trust Hyde will then contact BHCC about the failure to implement any matters under the s106 agreement despite the monies being paid by Hyde to BHCC in May 2021. The extracts also express our concern about the Junction on Coldean Lean with the Bluebell Heights Development. Our adviser had also suggested CNPF write formally to the BHCC Chief Planning officer enquiring how an Enforcement Complaint could be lodged with the Council, as suggested in the Gove letter. This may be our next step, depending on what Hyde come back with. In the meantime the letter from Michael Gove's Dept will be circulated as Update 17 and on FB, so the matter is out there on Social media and can be found by solicitors for buyers etc. <b>We shall include a Policy in the NP about obtaining maximum benefit for Coldean Area from s106 and CIL monies going forward.</b>  Further to our previous s106 plan: Ongoing...  *To contact BACA and Coldean Primary school heads, re any requests they have for road and safety or other expenditure	<b>Attachments !,2</b>

	<p>etc. BACA may not even be aware of these s106 provisions which benefit them.</p> <p>* Meet with Councillors Mitchie and Tobias re s106 after hearing from Hyde and also Simon Barratt at the Council (s106 officer).</p> <p>*Arrange a further Forum meeting on s106 matters, shortly.</p>	
6.	<p><b>Document Update</b></p> <p>All documents including Policies needed for the NP are in process, and can be pulled together by our Professional Writer, although some need agreeing by the Forum. We trust Andrew Squires can advise on this soon.</p>	
6	<p><b>Draft Design Codes Update/AECOM Update</b></p> <p>*AECOM had issued a 48 page draft Design Codes document which we liked, it included a lot of lovely summery photos of Coldean property styles. We will send our detailed comments on the draft to AECOM tomorrow so the Final draft can be issued on Monday 18<sup>th</sup> September according to the timetable. We wish to emphasise that housing density in Coldean is low, which should be maintained, and residents are encouraged to build/extend/modernise their homes with modern materials and building styles. Eco friendly design (zero carbon) is already covered in the Code. All elements of the Code are recommended to be adopted in all planning applications.</p> <p><b>Masterplanning Technical Support Package for Park Rd area</b></p> <p>This had been approved by Locality and the agreement with them signed by CNPF. A Pre-Inception meeting or visit to the Park Rd site will be arranged shortly by Rose Bateman of AECOM and another of her colleague's from AECOM.</p>	
7	<p><b>Grant/Budget Update</b></p> <p>Anant has submitted the Grant application for 23/24 with Budget, which mostly relates to Professional Services costs. He expects to hear back from Locality soon. Then we can engage Andrew Squires.</p>	<b>Anant</b>
8	<p><b>Traffic Management Plan preparation</b></p> <p>Jack has prepared a numerical /graphical analysis from the 49 Traffic surveys received. Jack and Patrick will meet to see how this can be drafted into a report with policies therefrom. This document will need to be approved by the Forum asap, before the draft NP can be issued.</p>	<b>Jack/Patrick</b>
3.	<p><b>CRA Update</b></p> <p>Whilst Coldean Residents Assn had asked CNPF to attend their next Closed Committee meeting to Update them on these matters we had declined. However on being advised Don Anyiam Highways Officer at BHCC and Councillor Tobias Elwood would be there , Patrick, Jack and Debbie attended but were disappointed that neither the Councillor nor the BHCC staff member were there. In general we do not attend CRA meetings unless there is specific issue. Jack</p>	

	is the residents liaison officer. (Subsequently we received a proposal for the Junction with Bluebell Heights and pedestrian crossings from Marc Boase which we shall send to our Professional Adviser for comments.)	Jack
10	<b>Assets of Community Value Paper - Update</b> Debbie has sent this draft paper to our Adviser for comments. This is ongoing. This document will need to be approved by the Forum asap, before the draft NP can be issued.	Debbie
11	<b>Sussex Wildlife Trust Update</b> We have not heard further from them. Debbie had left two further voice messages to call us, but it seems their first email said what they wanted to say. This matter is now closed.	
12	<b>Professional Writer</b> We have identified a husband and wife team who are suitable to compile a draft Neighbourhood Plan, from all the documents prepared to date. The husband is a retired Town Planner. Initially we shall agree that 40 hours of work, based the draft NP outline at Attachment 3 can start in October 2023.	Debbie Attachment 3
13.	<b>Park Rd Shop planning Application by A1</b> CNPf had objected to this application and requested a formal meeting with BHCC about it and the area, in light of the Masterplanning project to come. We also complained to BHCC (Jane Moseley, planning officer) had telephoned Debbie to say that CNPF would be included on such major/business planning application notifications in future, but no planning review meeting would be called in this case.	
14.	<b>Biological Report.</b> Patrick had contacted Deb Yuill about the progress on this and she said there was none, and she was unable to complete such a report. This report is not needed for the NP, so would be shelved. There is already an agreed Environmental Report	
15.	<b>TDC meeting</b> Patrick and Anna (for CRA) are waiting a meeting for Anke to call the next meeting.	
16.	<b>AOB</b> Debbie was recommended to contact Nicola Thomas (retired architect), as a possible Consultant. Debbie had a very interesting telephone call with Nicola, who was with the Brighton & Hove Community Land Trust, previously. Debbie and Nicola will catch up in about 2 weeks after Nicola returns from holiday.  Debbie expressed concern that the CNPF Website seems to have reverted to an earlier version, not the one Andrew Squires' team had updated and amended. The Evidence Section and the Vision expressed was clearly outdated. As soon as Andrew is available to work for CNPF, we shall ask	

	him to reinstate the Website and Update it for documents and matters agreed at the July 2023 Forum	
	<b>Meeting closed 8.30 pm</b>	