



**Minutes of Committee meeting 7pm by Zoom on 9<sup>th</sup> January 2024.**

1	<p><b>Apologies</b> Arthur Smith, Jack Moxley</p> <p><b>Present</b> Debbie Annells (Minutes); Patrick Lowe (Chair), Anant Suchak (Treasurer) and Manish Suchak</p>	
2	<p><b>Minutes of Committee meeting on 18<sup>th</sup> December 2023</b> These were agreed by all. Matters arising are dealt with below.</p>	
3	<p><b>No date fixed for next Committee meeting</b></p>	
<b>Part B</b>	<p><b>Main Business</b></p>	
4	<p><b>Feedback from the AGM on 19<sup>th</sup> December 2023</b> It was felt the AGM was very encouraging with unanimous support for all items to be agreed by Forum Members, including the accounts and all proposed constitutional changes. The AGM Minutes will be posted onto the website, in draft. The Forum is on track with the timetable for preparing the Neighbourhood Plan, despite the delay in the grant portal opening and receipt of the grant monies.</p>	<p><b>Debbie</b></p>
5.	<p><b>Discuss next Open Forum Meeting 23<sup>rd</sup> January 2024- preparations</b> Committee Members to arrive and set up the Church Hall for the Forum meetings from 7pm on the day. AECOM will be invited to speak on Design Codes and Master Planning by TEAMS (projector and Wi-Fi needed) . PMR will be invited to speak on HMOs and the new changes to the National Planning Policy Framework announced on 19<sup>th</sup> December 2023. PMR have created a 1-page handout summarising the NPPF impacts on the draft Coldean Neighbourhood Plan. The good news is that Green Belt land designations will still be respected, under this legislation. Patrick and Jack will speak on The Traffic Management Consultation and Debbie on the Environmental Consultation. Therefore all 6 Consultations will be addressed.</p> <p>Members will be allowed to lodge a Proxy with the Chairman in case there are any items to vote on, although there are</p>	

	<p>none on the Agenda, which has already been circulated. Invitations on FB, and to Forum Members have been sent. Next door App members in the Coldean area will also be invited, as will PCSO Lee Daubeney.</p>	<p><b>Debbie re Next door App invitation</b></p>
6.	<p><b>Finance Update and future Use of funds</b>  Treasurer Anant Suchak advised there are approximately £7,000 of funds remaining . Anything not spent by 31<sup>st</sup> March 2024 will need to be returned. Next year’s Budget will need to include more funding for promotion and publicity of the Plan although the costs of the whole Referendum and its arrangement are footed by the Council.</p>	
7.	<p><b>Draft Neighbourhood Plan Update</b>  After feedback has been received and collated from the 6 existing Consultations (now also including the Master Planning document received from AECOM), the Neighbourhood Plan would be formatted by a Graphic Designer before being sent for informal review to the Council. Ashley Harrison has introduced a graphic designer, Marc Brand of Dog Fish Design, a consultancy which has been running successfully for the last 12 years. Debbie to contact Marc for quotes etc. This is expected to be completed in February 2024. We shall email Robert Davidson, Neighbourhood Planning Officer at the Council to advise the draft Plan should be with them for informal review in early March 2024.</p>	<p><b>Debbie</b></p>
8.	<p><b>Consultation Feedback/FaceBook/Website Statistics</b>  All replies on each Consultation document are being compiled for Feedback to the next Open Forum meeting. All Consultation documents will be lodged in paper format in the Coldean Library to enable Coldean resident’s easier access to the materials.  We can see how many people engage with Face Book Posts, for example in the last 28 days, 26 people had posted or reacted to CNPF FB page posts. 284 people had reviewed CNPF FB page posts. These can be broken down for each type of post. The FB viewing/engagement numbers are increasing. Go Daddy can provide stats for the Consultation Documents on the CNPF Website and Jack will ask to obtain these so we have an idea how many people have actually viewed each Consultation Document. If they don’t comment specifically, in general we believe they agree with the documents.</p>	<p><b>Debbie</b></p> <p><b>Jack</b></p>
9.	<p><b>PMR Update</b>  PMR have provided Environmental paragraphs for our draft Plan consultation, and an Update on the NPPF changes on 19<sup>th</sup> December 2023. They have introduced a Graphic Designer. Local Traffic Management issues are being looked at by a Civil Engineering firm, who may provide proposals for a survey shortly, to be paid from S106 monies (Cllr Tobias will be involved) . When the updated Plan is available after the Consultations, Ashley Harrison will read through them</p>	<p><b>Ashley Harrison/PMR</b></p>

	together. They will arrange/consider whether a Strategic Environmental Assessment for the Plan is needed. PMR are meeting with Councillor Liz, end of Jan/early February 2024, to discuss BHCC's HMO policies in particular licensing arrangements.	
10.	<b>Master Planning Update / Neighbourhood Improvements</b> AECOM had provided a detailed draft Master Planning Guide/ suggested improvements for the Park Road and Beatty Avenue Shop areas within Coldean. These Neighbourhood Improvements feature Quick-wins and longer-term improvements, including possible changes to road formats and routes. The Committee agreed to arrange a TEAMS with AECOM to go through the draft report, which has also been put out for Consultation, shortly, hopefully before the next Open Meeting.	
11.	<b>Neighbourhood Plan Acknowledgements Removal Request</b> An individual had asked to be excluded from the Acknowledgements page (currently in draft format) in the Plan, and their name has now been deleted as requested.	
12.	<b>AOB</b> <ul style="list-style-type: none"> <li>• Patrick confirmed the Forum continues to be notified of all Planning Applications in the Area, and considers whether to input Comments. This was after an enquiry had been made about the 31 Roundway planning applications.</li> <li>• Some comments on Heritage will be included in our draft Plan</li> <li>• Cllr Mitchie Alexander wishes to hold a meeting in Coldean to discuss Visitor Parking Daily Permits and reporting of dumped and unmoved vehicles parked on Coldean roads. Debbie to contact Cllr Mitchie re meeting arrangements</li> <li>• Cllr Bella Sankey had confirmed she is happy to write a Foreword for the Plan. Patrick to email her shortly.</li> </ul>	<b>Debbie</b>          <b>Patrick</b>
	<b>Meeting closed 8.30pm</b>	