



Minutes of Committee meeting 4pm by Zoom on 29<sup>th</sup> March 2024.

Commented [MA1]:

1	<b>Apologies</b> Manish Suchak, Arthur Smith. <b>Present</b> Debbie Annells (Minutes); Patrick Lowe (Chair), Anant Suchak (Treasurer) and Jack Moxley. Jean Thomas in attendance	
2	<b>Minutes of Committee meeting on 22<sup>nd</sup> February 2024</b> These were agreed by all. Matters arising are dealt with below.	
3	<b>No date fixed for next Committee meeting.</b> An Open Forum meeting was agreed to be held at St Mary Magdalen Church Hall at 7.30pm on Tuesday 16 <sup>th</sup> April 2024. The draft Agenda was discussed and Patrick will create the final Agenda, to be circulated to Forum members on Monday 1 <sup>st</sup> April. Our Councillors and PCSO Lee Daubeney will be invited to attend.	Patrick
<b>Part B</b>	<b>Main Business</b>	
4	<b>Feedback from TEAMS meeting with Robert Davidson, Council Planning Officers.</b> Ashley Harrison of PMR also attended the TEAMS meeting, which was very helpful, although more work needs to be done on Site 21A, HMO policies and Anti Social Behaviour Policies. These will be drafted by PMR, and discussed at the next Open Forum meeting. Any new policies to be agreed by Forum Members. BHCC need us to write to land owners for Local Green Spaces and include maps of all such spaces in out draft Plan. PMR will investigate the land ownership, although it is likely to be either the Council, or, the University of Brighton and previously we had been advised it was not necessary to write to them on these matters.	PMR
5.	<b>Next Steps for draft Neighbourhood Plan and preparation for Reg 14</b> Committee Members to arrive and set up the Church Hall for the Forum meeting from 7pm on the day. PMR was invited to speak on Site 21A policies, HMOs and Anti-Social	

	<p>Behaviour Policies, after Consulting Sussex Police, their Designing Out Crime Officers.</p> <p>The Forum is on track with the timetable for the Regulation 14 Consultation at this Stage. Tim Emery of the Council had screened the draft plan and already written to agencies such as Natural England, the Environmental Agency and Historic England to advise that <b>no</b> Strategic Environmental Assessment is needed as part of the Plan, and seeking their confirmation of that. The deadline for hearing back from those agencies is 25th April 2024. Thereafter any Reg 14 Consultation can be started if BHCC agrees the changes to be input into the draft Neighbourhood Plan following their informal review, and our Open Forum meeting on 16<sup>th</sup> April 2024.</p>	
6.	<p><b>New proposals for Site 21A following recent information given by BHCC</b></p> <p>PMR have suggested further policies for handling Site 21A issues which will be raised at the Open Forum meeting on 16<sup>th</sup> April 2023. It appears our original advisers had overlooked the impact of Planning permission already granted on that site. Anant to write to Andrew Metcalfe/Squires about the advice previously given re Site 21A. Squires Planning final bill had already been paid, and we may not get a response.</p>	<b>Anant</b>
7.	<p><b>Graphic Designer- Enrico Update</b></p> <p>Version 8 of the draft Neighbourhood Plan had been informally submitted to BHCC for review by the end of February 2024 and they had reverted quickly, with several formatting issues and maps which needed attention or inclusion. Enrico estimates a further 15 hours of his work is needed to input these changes, already penned into the draft Plan by Debbie for Enrico to start work on, soon after Easter.</p>	<b>Enrico/ Debbie</b>
8.	<p><b>Website Update</b></p> <p>Jack will update the website for outstanding Committee meeting minutes and AGM minutes before the Reg 14 6-week Consultation starts. We may switch to Google Drive owing to issues with CNPF One Drive filing.</p>	<b>Jack</b>
9.	<p><b>Committee Membership</b></p> <p>It was noted that Arthur Smith had not attended the last three Committee meetings of the Forum which is not in compliance with the required level of Committee involvement under the Forum Constitution. Debbie to write to him as Membership Secretary, asking for proof he lives in or works mainly in Coldean.</p> <p>The Committee unanimously co-opted Jean Thomas onto the Committee with immediate effect, she may take on the role of Residential Rep, if Manish will swap back to being the Business Rep. Jean is researching Anti Social Behaviour policies on the BHCC website.</p>	<p><b>Debbie</b></p> <p><b>Jean</b></p>

10.	<b>Anti Social Behaviours Policy</b> Ashley Harrison of PMR had provided suitable contacts and we already have some information/suggested Policies for inclusion in the Plan.	
11.	<b>Finance Update</b> Treasurer Anant Suchak advised there are approximately £3,000 of funds remaining. Anything not spent by 31 <sup>st</sup> March 2024 will need to be returned to Groundworks. Next year's Budget will need to include more funding for promotion and publicity of the Plan although the costs of the whole Plan Referendum and its arrangement are footed by the Council.	
12.	<b>Update meeting with Councillors re s106 money</b> A further meeting will be arranged with our Councillors and Simon Barrett at BHCC as s106 matters have gone quiet.	<b>Jack</b>
13.	<b>AOB</b> <ul style="list-style-type: none"> <li>Cllr Bella Sankey had confirmed she is happy to write a Foreword for the Plan. However, BHCC prefer the draft Plan to include a Foreword by Patrick at this stage.</li> </ul>	
	<b>Meeting closed 5.10 pm</b>	