



**HAILSHAM TOWN COUNCIL**  
**Neighbourhood Planning Committee**

**REPORT (Minutes)**

of the meeting of the Neighbourhood Planning Committee,  
held at the Fleur de Lys Council Chambers, Market Street, Hailsham  
On Thursday 15<sup>th</sup> June 2017 at 7.00 p.m.

Prior to commencement of the remaining formal business of the meeting a period of not more than 15 minutes had been assigned for the purpose of permitting members of the public present to address the Assembly, or ask questions (on matters relevant to the responsibilities of the Town Council) at the invitation and discretion of the presiding Chairman.

NP/16/9/  
144 **Present:** Councillors F. Berry (substituting for Councillor Graham Moore), Mrs. B. Holbrook, P. Holbrook, Mrs. M. Laxton, Glenn Moore, J. Puttick and A. Willis (substituting for Councillor N. Collinson)

145 **Other Members:** Ms V. Browne, K. Hinton and Ms J. Walters.

146 **Officers Present:** Mr. J. Harrison (Town Clerk) and Mr. D. Saxby.

147 **Also Present:** Councillor F. Berry, John Herbert and Lewis Goodley from Troy Navigus.

**Election of Chair & Vice Chair of the Committee**

148.1 The Town Clerk called for nominations for the post of Chairman of the Neighbourhood Planning Committee for 2017/18.

Councillor Glenn Moore was nominated by Councillor Willis and seconded by Councillor Mrs. Laxton.

Councillor J. Puttick was nominated by Councillor P. Holbrook and seconded by Councillor Berry.

On being put to the vote by means of a show of hands, Councillors Glenn Moore and J. Puttick received three votes each.

148.2 **RESOLVED** that because of a tied vote between Councillors Glenn Moore and J. Puttick the Chairmanship of the Neighbourhood Planning Committee for 2017/18 be deferred to the next meeting of the full Council on 19<sup>th</sup> July 2017, and that in the interim period the Chairmanship be rotated between Councillor Glenn Moore and Councillor Puttick. Councillor Moore to chair this meeting.

149.1 The Chairman called for nominations for the post of Vice-Chairman of the Neighbourhood Planning Committee for 2017/18.

Councillor Mrs. M. Laxton was nominated by Councillor Glenn Moore and seconded by Councillor Puttick.

149.2 **RESOLVED** that Councillor Mrs M. Laxton be elected as Vice-Chairman of the Neighbourhood Planning Committee for 2017/18.

150 **Apologies For Absence:** Councillors N. Collinson Mrs. C. Collinson-O'Toole, & Graham Moore and S. Cross & Mrs. H. Deehan.

151 **Declarations of Interest:** None received.

152 **Minutes of the meeting of the Neighbourhood Planning Committee held on 18<sup>th</sup> May 2017**

**RESOLVED** to note and adopt the minutes of the meeting of the Neighbourhood Planning Committee held on 18<sup>th</sup> May 2017.

**Sub-Groups: Update from Consultants and Progress Against Plan**

153.1 **Outcomes of Meetings Held with Wealden District Council Officers**

Mr Herbert said that he, Councillor Glenn Moore, Councillor Mrs Laxton and the Town Clerk had met that afternoon with Nigel Hannam and Marina Briginshaw to discuss progress on the Neighbourhood Plan.

Wealden Officers were asked if the Pevensey Levels needed a Habitat Plan Assessment.

The Consultants would soon be producing the first draft of the Plan. It would be circulated to all members of the Neighbourhood Planning Committee for comment before sending to Wealden District Council.

153.2 **RESOLVED** to draw up a formal agreement with Wealden District Council by means of a Memorandum of Understanding.

154.1 **Progress Made by Appointed Sub-Groups**

Councillor Mrs Laxton said that there was a real need to initiate a sub-group to look at transport needs. She was disappointed that no Committee member was prepared to take the lead. Councillor Glenn Moore said he would write to Councillors Mrs. Collinson-O'Toole and Graham Moore asking them to take on the transport role.

154.2 **RESOLVED** to:

- a) Liaise with Hailsham Forward about car parking and travelling into town.
- b) Add a box on the form about the use of the market car park, and
- c) Undertake a traffic survey in September.

155.1 **Character Assessment**

Councillor Glenn Moore reported that a response had been received from Wealden District Council but he thought that the net should be widened to take in a larger area of the town

155.2 **RESOLVED** to:

- a) Request a meeting with Wealden District's Council's Conservation Officer to discuss matters arising from the report.
- b) To draw up a list of important buildings outside the conservation area, and
- c) Send comments on the character assessment document to the Town Clerk by the end of June.

156      **Financial Statement**

**RESOLVED** to note the financial statement of expenditure against budget for the project and to retain the service of Survey Monkey until the end of August.

157      **Community Infrastructure Levy Receipts**

It was reported that Hailsham would receive £917,000 CIL receipts per year if a Neighbourhood Plan is prepared.

**Communications and Branding**

158.1      Councillor Mrs Laxton reported that arrangements for the consultation exercises on 11<sup>th</sup> and 18<sup>th</sup> August were progressing well. She said that two flyers were needed, one specifically for 18-30 year olds and a more general one. 500 of each were required.

158.2      **RESOLVED** that subject to three quotes being obtained 500 flyers for each category be obtained; and that an officer from Wealden District Council be invited to attend each meeting.

There being no other business, the meeting closed at 8.26pm.