



Sellindge Neighbourhood Plan Steering Group Minutes of the meeting held on Wednesday 4th December at 7pm in the Durling Hall, at the Village Hall



1. Welcome and re-introductions as required

Present: 15– which included members of the public, Parish Councillors and 1 member of the Sellindge Parish Council staff.

A welcome and introductions took place by a work round the room one by one, name and reasons and ambition for attending the meeting.

2. Membership to be considered and agreed

The key roles of the steering committee were discussed in full and in turn Chairman, Vice- Chairman, Treasurer and Secretary/Publicity Officer. These were all proposed, seconded, and a vote was taken. The following were then elected unanimously by all those present as detailed below:

Chairman – Cllr Simon Instance

Vice Chairman - James Hazelton

Treasurer - Cllr Stephen Parish

Secretary / Publicity Officer – a shared role with Lisa Entwistle and Deborah Prior

3. Terms of Reference – to consider and agree the terms of Reference.

These were discussed in full and it was agreed unanimously for membership to be amended to 12 being the maximum. The terms of reference were then agreed and adopted by all those present with this amendment.

4. Working on the Plan – Steering Group to split into groups to consider and agree actions under each of the headings and any other categories that may occur

- I. Water Assets
- II. Historical Assets
- III. Landscaping/Views
- IV. Houses and Building of Interest
- V. Open Spaces

Current allocation of developments: An informative breakout session where all members took part in an exercise to review a large Parish map, identifying current allocated building areas (including new Otterpool Water treatment plant) took place.

Green space identification: An exercise followed to identify “green spaces” and it was agreed that these areas will be visited by a walkaround in early January to consider for as an asset of community value and incorporation into the Neighbourhood plan. Areas to be considered included School Playing Field, Sports and Social Club and Field, Fireworks field, The Lees, Tumulus field, Community Allotments, Community Garden, Round Grove House, the Grove Park Archaeological findings and the Churchyard.

5. Date of the next meeting / walkabout

Walkaround: Agreed the next meeting will be a village walkaround which will take place on **Saturday 4th January at 10am** to look at the Green spaces identified above.

Steering Group Meeting: Agreed the next meeting will be held on **Monday 6th January at 7pm** in the Durling Hall.

The meeting closed at 20.50.