

Approved minutes: 3/3/25

Sellindge Neighbourhood Plan Steering Group Minutes of the Meeting held on Monday 3rd March 2025 at 7pm in the Durling Hall, at the Village Hall

1. Welcome and apologies

Present 8– which included members of the Steering Committee, members of the public and Parish Councillors.

Apologies received from 1 person.

2. Minutes of last meeting (held on 27 January 2025)

The Minutes were approved. The Chairman used the minutes as an opportunity to update the current meeting on the Visioning Event that had taken place on Saturday 15 February 2025. The Visioning Event was a success with over 30 members of the community in attendance.

JB presented the Meeting with a summary report of the Visioning Event, allowing time for those present to review the report and then for the Meeting to adopt the report. As such, the adopted Report would form the basis of the 'Vision' section of the NHP.

JB would follow up with A (due to co-author the NHP) on Thursday 6th March 2025 and to report back to the Chairman as regards progress and keeping to the overall NHP draft timetable.

3. Questionnaire

JH updated the Meeting about the progress of the Visioning Questionnaire which had been uploaded to the Sellindge Parish Facebook page and also distributed via QR code and leafleting/notice board. It was noted that the Questionnaire was vital so that a different medium could be used to reach a different section of the community and give them the opportunity to comment/input into the NHP. To date, some 22 replies had been received. These would be uploaded to the Dropbox such that the data could be extracted.

4. Progress on various sections of the NHP—notably, non-heritage assets, community assets, LGAs, views.

Members of the Meeting who had work product to share (DP and NF) agreed to upload their findings to the Dropbox – some 32 non-heritage assets and community assets had been identified and the relevant sheets completed.

5. NHP further work: Objective Setting

The Meeting was then steered towards the next key area of focus for the NHP – that of Objective Setting in order to meet the Vision identified.

JB led the session which involved members of the Meeting sharing ideas and having broad ranging discussions as to how we could underpin the Vision with clear, measurable and achievable goals. The Vision sub-headers were:

- Housing and Design
- Transport and Economy
- Community Facilities.

JB collated the ideas which had been written on post it type labels in order to capture the discussions held.

6. Aecom update

The Chairman reported that it is anticipated that the first draft Design Plan should be available to the Steering Group by mid/end April.

7. Project Time frame and next steps

The Chairman asked JB to recap where we are in terms of overall project timeline and anticipated deliverable of a draft plan by mid/end March. JB explained we are behind but that the next stage would involve A in commencing the drafting of the NHP. He would speak to her that week and report back to the Chairman.

JB also stated that he would share to Dropbox the project structure document so as to allow anyone wishing to contribute to the drafting to be able to do so.

8. Date of next Meeting

It was agreed that the next meeting of this Group will take place on Monday 31st March at 7pm.

9. Meeting close

The meeting closed at 8.20pm

Sellindge Neighbourhood Steering Group: Minutes-3.3.25