

**SOUTH DOWNS NATIONAL PARK AUTHORITY  
AUTHORITY MEETING 4 February 2014**

Held at Cowdray Hall, Easebourne, Midhurst, West Sussex at 2pm

Present:

Alun Alesbury	Sebastian Anstruther	Ken Bodfish	David Burden	Jo Carr
Vaughan Clarke	Janet Coles	Jennifer Gray	Neville Harrison	Barbara Holyome
David Jenkins	Doug Jones	Jeremy Leggett	Barry Lipscomb	Gary Marsh
Margaret Paren	Sue Saville	Andrew Shaxson	Jim Sheppard	Deborah Urquhart

(Chair)

SDNPA Officers: Trevor Beattie (Chief Executive Officer), Phil Belden (Director of Operations), Tim Richings (Planning Policy Manager), Gareth Giles (CIL Project Manager), Ruth James (Communications and Engagement Manager), Catherine Vaughan (Chief Finance Officer), Kevin Gardner (Monitoring Officer), & Rebecca Haynes (Member Services Officer).

**OPENING REMARKS**

206. The Chair thanked Tom Tew for his enjoyable pre meeting presentation on Biodiversity Offsetting.

**APOLOGIES**

207. Apologies were received from Norman Dingemans, Jim Funnell, Tom Jones, Diana Kershaw, Charles Peck, Ian Phillips and Pete West.

**DECLARATIONS OF INTERESTS**

208. There were none.

**MINUTES**

209. The minutes of the Authority meeting held on 3 December 2013 2013 were agreed as a correct record and signed by the Chair.

Matters Arising

210. The Chief Executive Officer confirmed that the National Park Grant funding from Defra had been confirmed. This constituted a 2% reduction for 2014/15 and a further 1.7% reduction, for 2015/16. This was in line with the budget proposals Members had discussed recently, and approval would be sought from Members at the next Authority meeting.

**URGENT MATTERS**

211. There were none.

**PUBLIC PARTICIPATION**

212. There were none.

**CHIEF EXECUTIVE'S PROGRESS REPORT**

213. Authority Members considered the report by the Chief Executive Officer (Report 1/14) Partnership Management Plan (PMP) Launch: the launch at Stanmer had helped the SDNPA in raising its profile. Lord de Mauley, the Defra Minister responsible for national parks opened the Woodingdean to Falmer cycle route and visited Horsdean Farm. The Minister demonstrated a strong understanding of the South Downs and of the PMP, making frequent references to the breadth of the delivery framework. The visit ended with a reception where Members, staff, volunteers and partners had an opportunity to talk to the Minister about the delivery of the PMP and he was encouraged to visit again.

A major distribution of hard copies of the PMP had been co-ordinated to tie in with the Minister's visit and further launches were held at Gilbert White's House in Selborne with Damian Hinds MP and at the WWT Arundel Wetland Centre with Nick Herbert MP.

LIDAR: Due to the unusually wet conditions and excess surface water the LIDAR flights would start once weather conditions improved. The timetable for the project however was not expected to be affected by the delay.

East Hampshire Joint Core Strategy: Following discussion with EHDC there was only one remaining issue between the authorities over the terminology of wording regarding housing

## Unconfirmed minutes – to be confirmed at the next meeting of the Authority

### Agenda Item 3

in the use of 'minimum' vs. 'about'. With only one issue outstanding this was a good position to have reached at this stage and confirmed the quality of the work of those who had been involved in the project.

National Parks England Board Meeting: the Chief Executive Officer and the Chair would be attending the National Parks England Board Meeting and would update and feed back to Members where necessary.

Tree Planting: Area Manager Bruce Middleton was working with Cowdray Home Farms to plant 600 native trees, helping to mitigate future flooding and soil erosion on the Rother.

214. In response to questions officers clarified:
- The national contract on Broadband had been awarded to BT and they had set a timetable for this. If additional funding became available the SDNPA would need to make a business case to influence the prioritising of rural areas.
  - The relocation to the South Downs Centre (SDC) would be completed by Easter and SDNPA meetings would be held in the SDC Memorial Hall after this date.
215. It was commented:
- UK Power Networks were keen to continue works underground cabling within the SDNP and could potentially do more if additional funding could be found.
216. **RESOLVED:** that the Authority noted the progress made by the South Downs National Park Authority (the Authority) since the last report.

## SOUTH DOWNS NATIONAL PARK LOCAL PLAN OPTIONS CONSULTATION DOCUMENT

217. Authority Members considered the report by the Director of Planning (Report 2/14) and the update sheet. It was highlighted that:
- The document had been put together following Local Plan Member Working Group (LPMWG) meetings
  - The options consultation document did not contain planning policies, only options. It was designed to highlight issues and seek consultation. The Preferred Options stage was the draft Plan
  - The SDNPA Local Plan was an innovative document and needed to be robust with a strong evidence base. Any delay at this stage would have repercussions on the timescale of the overall project and on the CIL schedule.
218. Authority Members were directed through the consultation document by chapter and the following comments were made:
- The Authority Chair thanked officers and Members of the LPMWG for their work in reaching the current stage of the document
  - All sides of Equestrian issues needed to be made clear.
219. In response to questions officers clarified:
- Any minor textual amendments to the Options Consultation Document should be emailed to the Planning Policy Manager
  - The Planning Policy Manager would be reviewing and updating the settlement strategy (hierarchy and tiers)
  - If approved, the consultation would commence during February 2014 and Authority Members would be notified of the exact date.
220. **RESOLVED:** that the Authority
1. Approved the Options Consultation Document, attached as Appendix 1 to report 2/14, including changes detailed in the update sheet in line with the Planning Committee Recommendation; and
  2. Agreed to publish the Options Consultation Document for the purposes of consultation subject to any subsequent minor changes delegated to the Director of Planning in consultation with the Authority Chair and the Chair of the Planning Committee.

## PRELIMINARY DRAFT CHARGING SCHEDULE (CIL) APPROVAL TO CONSULT

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221. Authority Members considered the report by the Director of Planning (Report 3/14) and it was highlighted that this was the first of 2 consultation stages with the 2<sup>nd</sup> stage in early 2015 and examination in May 2015. It was important to consult on the SDNPA intentions now. It is a technical document in line with the intended audience but non-technical summary and FAQ documents sat alongside the Preliminary Draft Charging Schedule.
222. In response to questions officers clarified that:
- CIL was not a policy setting document, as the Local Plan would determine where development would be. The CIL could be reviewed every 5 years although it was not a simple process as it would need to be consulted on and examined again.
  - Planning Committee was responsible for determining the arrangements for charging CIL and the Policy & Programme Committee was responsible for determining the allocation of resources received through CIL
223. SI06 would still remain for site specific matters and affordable housing.
224. **RESOLVED:** that the Authority
1. Approved the Preliminary Draft Charging Schedule at Appendix 1 to report 3/14 in line with the Planning Committee Recommendation; and
  2. Agreed to publish the Preliminary Draft Charging Schedule for the purposes of consultation subject to any subsequent minor changes delegated to the Director of Planning in consultation with the Authority Chair and the Chair of the Planning Committee.

### **SHARED IDENTITY PROJECT PROGRESS AND FORWARD PLAN UPDATE**

225. Authority Members considered the report by the Director of Strategy & Partnerships (Report 4/14). Authority Member Sue Saville thanked Members who had been involved in the project and highlighted that the project had raised the profile of the SDNP and the external partners' reaction had been positive, which was encouraging as they would be key to rolling out the project. It was critical that the SDNPA learnt from other National Parks in this process and the draft roll out plan would be considered at the Policy and Programme Committee meeting in March 2014.
226. **RESOLVED:** that the Authority:
- 1) Noted the progress to date against agreed project plan activity and milestones and
  - 2) Noted the next steps of the project

### **PLANNING COMMITTEE**

227. The Authority noted the minutes of the Planning Committee meetings held on 14 November 2013 and the 12 December 2013
228. It was suggested that if the Planning Committee voted against the officer's recommendation it should be noted within the minutes.

### **RESOURCES AND PERFORMANCE COMMITTEE**

229. The Authority noted the unconfirmed minutes of the Resources and Performance Committee meeting held on 19 November 2013.

### **STANDARDS AND AUDIT COMMITTEE**

230. The Authority noted the unconfirmed minutes of the Standards and Audit Committee meeting held on 11 December 2013.

### **REPORTS FROM MEMBERS APPOINTED TO EXTERNAL BODIES**

231. The Authority noted reports by Norman Dingemans on the West Sussex Environment and Climate Change Board and by Doug Jones on the Petersfield Neighbourhood Plan Steering Group.

### **Chair**

The meeting closed at 3:06pm