

**Worth Parish Council**  
**Minutes of the Crawley Down Neighbourhood Plan Sub-Committee Meeting**  
**3rd December 2018 at 20:20hrs**

**Present:** Cllr Anscomb Mr G Dobson  
Cllr Gibson Cllr Hitchcock  
Mr J Plank Mr S Plank  
Cllr Webb  
Miss Vaughan (Assistant Clerk) Cllr Phillips attended as Chairman of the  
Joint Neighbourhood Plan Committee.

**1. Election of a Chairman**

It was noted that this item was not on the agenda and that a Chairman had not yet been elected.

Cllr Hitchcock proposed that Cllr Gibson be elected as Chairman of the Committee. This was seconded by Cllr Anscomb and agreed by all.

**2. Election of a Vice Chairman**

Although he was absent, Cllr Anscomb proposed that Alan Brooks be elected as Chairman. This was seconded by Cllr Webb and agreed by all.

**3. Public Question Time**

No members of the public were present.

**4. Apologies**

Reasons for absence were noted and accepted from Cllr Coote, Cllr Lord, Alan Brooks and Tim Burberry.

**5. Declarations of Disclosable Pecuniary and Other Interests**

Although there were no declarations of pecuniary interest, the Committee noted that they were all residents of Crawley Down and therefore, had a personal interest. Cllr Gibson noted that he had requested a dispensation and asked for this to be discussed at the next meeting of the Full Council.

**6. Minutes**

It was proposed by Cllr Webb, seconded by Cllr Anscomb and agreed by all present that the Minutes of the Crawley Down Neighbourhood Plan Sub-Committee meeting held on 9th March 2018 were a true and correct record.

**7. Chairman's Announcements**

The Chairman had no announcements.

**8. Local Housing Needs Survey**

Cllr Gibson explained the survey form to the Committee and noted the difference between the previous survey and the new survey.

The Committee discussed possible changes to the survey form. Cllr Gibson agreed to amend the survey form and distribute the revised version to the Committee with changes to wording as follows:

Cllr Hitchcock suggested that the Committee meets with residents after the results of the survey form have been analysed. The Committee agreed.

Cllr Hitchcock proposed to recommend to the General Purposes and Finance Committee that this survey is printed with the modifications discussed and agreed. This was seconded by Cllr Anscomb and agreed by all.

The Committee agreed to identify people to distribute the survey form.

## **9. Action Plan**

The Chairman noted that the key actions to be undertaken alongside the housing survey include a review of the 2015 Sustainability Appraisal (SA) and the development of an appropriate methodology for Site Selection (if the housing survey confirmed the local need).

The review of the SA needs to consider why the previously preferred policy led approach has not delivered the expected outcome. Site Selection should cover the SHELAA sites but also take account of the windfall housing arising from 'garden grabbing'.

The intention is to have a draft review report by June 2019.

## **10. Consideration of items for inclusion on future agendas**

None

## **11. Date of the next meeting**

To be decided.

*Meeting closed at 21:25 hrs*

Chairman: \_\_\_\_\_

Date: \_\_\_\_\_