

**HOVE STATION NEIGHBOURHOOD FORUM
MANAGEMENT COMMITTEE**

The second meeting was held on Wednesday 18. September 2013 at the offices of David Kemp 9.Hove park Villas, Hove.

The Chairman opened the meeting at 7.40pm.

Those attending:

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|------------------------|----------------------------|
| Rob Jarrett (Chairman) | Jo Shaw |
| Mike Gibson | Dora Taylor |
| Nigel Richardson | Jim Roberts |
| Valerie Paynter | Jon Turner |
| Helmut Lusser | David Kemp |
| David Kemp | Linda Robinson (Secretary) |

1. Apologies for absence

These were received from Stuart Croucher and Frances Brownrigg

2. Minutes of the meeting held on 20th August 2013 - were agreed.

3. Matters arising from the minutes

3.1 Action Points

3.1.1. Brighton School of Planning, correction to web site text.

Mike reported that this was still outstanding

Action Mike

3.1.2. Clarendon and Ellen Estate Communication Problems

Valerie reported that these had not been resolved, which also meant the meeting room for the next meeting had not been booked. As these were council run properties Rob was to sort out the problems and arrange accommodation for the next meeting.

Action Rob.

3.1.3. Questionnaire /Summary of Survey RE: boundaries

After further discussion with Stephen Ho it has been agreed to use the same method for identifying boundaries which Stephen had used ie. a questionnaire accompanied by a map on which Have Your Say Day (HYSD) participants will have the opportunity to draw the boundary of their neighbourhood as they see it.

Action Mike and Jo

3.1.4 Modification of the boundaries discussion with BHCC

Mike, Helmut and Jo had had a meeting with the planners (Rob Frazer and Rebecca Fry) and reported that their position was that it was up to the Forum to decide where the boundaries should be, but BHCC would need to approve the final decision.

After discussion it was agreed that the following should be fully considered before the boundaries could be finally decided:

- development pressures and potential over the next 15/20 years;
- the issues stemming from the Plan Area covering more than one Ward, including the attitudes of existing residents' organisations, particularly those to the north and west of the original area
- the need for cross-party political support and
- residents' opinions as expressed at the next HYSD and the extent of the area from which the participants come.

- It was noted that Councillors Jayne Bennett and Vanessa Brown, who represented Hove Park, had attended one the Forum meeting, had received minutes and were aware of the upcoming HYSO, but to date no communication had been received.
- Mike stressed the importance of building links with other residents' groups and it was agreed that this would be dealt with after the HYSO
- It was agreed that Rob would contact the councillors in Hove Park and Westbourne to ensure they were fully up to date and to ask them to participate in the HYSO.

Action Rob

3.1.5. Newtown Road/Goldstone Lane Improvements

Mike had contacted the BHCC Enforcement Officer Adrian Thatcher who had advised that an enforcement notice was the last resort, but that the Council were now putting a lot of pressure on Colin Brace to improve the appearance of the empty buildings on Newtown Road. Adrian was very positive about a solution being developed by the combination of the landowner and the Forum. Valerie had had a brief meeting with Colin and that there were various people that could help to identify people who could help to identify artists. Linda suggested contacting Sarah Leach at Brighton and Hove City Council who dealt with street art in the City. Mike reported that we had a Forum member, Robert Glick, in Goldstone Lane, who was interested in participating in developing a project.

It was agreed that we needed to establish a project group to work with Colin Brace to develop and implement a short-term environmental improvement project, pending the redevelopment of the site and that this group would be accountable to the Housing and Regeneration Working Group

Action Mike and Valerie

3.2. Any Other Matters Arising

3.2.1. Mike advised that Frances Brownrigg had tendered her resignation as Treasurer, as she was finding it difficult attending evening meetings. It was unanimously agreed that Mike should ask Frances to reconsider, stressing that most of the work would be done outside meetings, that she need only provide bi-monthly reports which could be presented on her behalf and attend the Management Committee whenever possible. If Frances was not prepared to continue then the position should be advertised at the HYSO.

Action Mike

3.2.2. David Kemp was co-opted onto the Management Committee.

4. Neighbourhood Plan Co-ordinator update

4.1 Meeting with BHCC planners

The council will probably be able to provide increased technical support after the Examination in public of the City Plan in October. This may take the form of a secondment of a planner for, say a couple of days a week to work with the Forum's Working Groups and to undertake specific tasks such as a Sustainability Appraisal. BHCC would also support the Forum establishing a Neighbourhood Planning Internship, possibly in partnership with the Brighton University School of Planning.

4.2 Meeting at DCLG

Mike has been invited to attend a national Department of Communities and Local Government (D.C.L.G) meeting in London on Wednesday 25th September (with BHCC planner Rebecca Fry) to review progress on Neighbourhood Plans nationwide. A major issue will be that of the level of professional support that is needed to prepare a Neighbourhood Plan – the very few that have been completed have had budgets of £50-100k.

Rob emphasised that BHCC could provide officer time but not money.

5. Budget

Jo and Frances had provided a list of things needed which had been discussed at the previous meeting. Jo advised that this list had now been priced and the costs had come to £10K, but with only £7K available savings needed to be made – the reductions were agreed and the budget was to be used by Mike and Rob as the basis of our application for a £7000 grant funding from the government's Supporting Communities in Neighbourhood Planning fund, alongside the application for Milestone 1 consultancy support from Locality (the support available to help Forums achieve designation) and Milestone 2 support (for preparing the Plan) provided by the RTPI.

Jo reported that BHCC would provide professional/technical support to produce documents, such as Consultation Draft Neighbourhood Plan, to a high standard.

Action Mike and Rob

6. Reports from the Working Groups

6.1. Communications & Community Engagement – Jo Shaw

6.1.1 Setting up the CCK venue for HYS

- Jo had provided a floor plan in advance of the meeting. She and Mike had also inspected the accommodation and availability of tables and wall space. She asked for comments. After discussion it was agreed that the floor plan was a good guide to what was required, fine-tuning would need to be done on the day.
- She further advised that the planners would provide
 - printed large-scale maps showing the Development Area 6, the original boundary and the proposed extension – Jon also volunteered to help with printing plans
 - display boards of various dimensions - it was agreed to borrow all they had
 - plans showing Conservation Areas
- Jo is to liaise with Manish and Dora about the use of the large digital screens to show google-earth views of the Hove Station Neighbourhoods etc
- A box for comments/suggestions on all local projects was to be provided
- Dora will purchase badges, and markers for the maps
- It was agreed that all agreed Committee members would provide something towards the refreshments – cakes, buns etc and Mike agreed to approach the Patisserie in Hove Park Villas for a contribution
- The leaflets were expected to be ready for distribution on Saturday 21st. September and it was agreed that each distributor would collect their allocation from Jo. More distributors were needed and all were to seek help from contacts.
- **On the day** work to set up the room will start at 9am. **Jo asked all that were able, to be on site by 9am.**
- Helmut was to ask the Civic Society if they could be involved, as before (MG note – LAT also to be asked via Clare Tikly)

6.1.2 Speakers

Ollie Pendered had agreed to speak and had provided details.

Rob Frazer had also been asked but had not confirmed (since confirmed)

Action Jo (co-ordinating), Dora, Manish as above and all to contribute to setting up and staffing the different components of the exhibition and distributing the leaflets

Action all setting up

6.2. Local & National Policies

Helmut and Mike advised that changes to the City Plan were anticipated, caused by the national housing crisis and the specific problems of all the south coast towns. 17,000 homes were needed but only 12,000 sites provided in the submitted City Plan. This may well directly

affect DA 6 where a further intensification of development may be proposed, including the possibility of higher buildings than originally envisaged. This would have a knock on effect on transport problems. Helmut will be attending and participating in the Examination on behalf of Hove Civic and will report back to future Housing and Regeneration Group meetings and to the Management Committee.

Action Helmut

6.3. Housing and Regeneration

Jim advised that all was in hand for the HYSD . The display would include the work the group has been doing to identify areas of potential development opportunities and pressures a In this context, he was concerned about coverage of the outer limits of the proposed extended boundary. It was agreed that where possible posters would be displayed in shops and cafes and pubs along the roads, together with leaflets in shops and that laminated posters would also be put on lamp posts and trees inside and on the fringes of the proposed extended boundary. The station would also be asked to display notices on the platforms.

Action Jim and Jo

6.4. Sustainable Green Neighbourhoods

Jon advised that Ollie Pendered had provided details of his talk which included a Power Point presentation, promotion of the Energy Café, a possible home energy project to pilot solid wall insulation, a potential solar power scheme for the Hove Station area, and possibly an electric car. This talk would complement the SGN part of the exhibition which would focus on the evolving Community Energy Plan and related projects. It would also promote the follow-up Energy Cafe to be held in CCK hall in either late October or early November.

BHCC were looking for areas where solid wall insulation could be started and were offering grants to cover the costs of a pilot project. Plans were in hand to find a street in the area with a good number of three story solid wall houses that could be used. Several streets in the Poets Corner area were found to be suitable. Concern was expressed over solid wall insulation in houses built before 1930 and who would be liable if problems arose. Rob confirmed that the Council would be responsible, not the Forum.

Action Jon

6.5. Community Infrastructure

Dora will provide a plan detailing all the schools, nurseries and other community facilities in the area for the HYSD, where participants will be asked if anything that exists has been missed and what are the gaps in provision that the Neighbourhood Plan should address

Action Dora.

6.6. Local Business and Jobs.

It was agreed that this was an important subject that needed to be addressed but time and resources were not enough for this to be done before HYSD. A lot of changes were taking place in the business community in the area and all would be affected by the proposals. Mike was to contact Hove Business Partnership and Hove Business Federation to discuss their possible involvement. Those on the committee with business in the area would also discuss the issues outside the meeting

Action Nigel, with Mike, Manish, David, and Jon

7. Any Other Business

None

8. Date of the next meeting

The next meeting will be held at 7.30 PM on Tuesday 15.October 2013. **Venue to be advised**