

## HOVE STATION NEIGHBOURHOOD FORUM

Minutes of the 20<sup>TH</sup> Meeting of HSNF Management Committee Tuesday March 17th  
Venue: David Kemp's office, 9 Hove Park Villas.

Attended by:

### *Committee members*

David Kemp	Lesia Syrotiuk
Robert Glick	Stuart Croucher
Sue Gibson	Nigel Richardson
Helmut Lusser	

### *Neighbourhood Plan Co-ordinator*

Mike Gibson

#### **1. Apologies:**

Jon Turner

#### **2. Minutes of previous meeting February 10th**

Action points need to be compiled into a separate appendix for clearer tracking. Otherwise, minutes were approved.

#### **3. Matters arising not covered by agenda items below**

Action points from the previous meeting were discussed in detail. (For more information refer to Appendix 1)

#### **4. Governance, Policies and Procedures** - report previously circulated by Nigel

Nigel summarized a meeting which had produced the report. A document needs to be produced that would be an extension to the HSNF Constitution and would comply with **the Code for the Voluntary and Community Sector**. Volunteers actioned to write sections of the document: Section1 – Lesia; Section2 – Helmut; Section3 – Robert; Section4 – Nigel; Section5 – Jon; Section6 – Nigel

#### **5. Treasurers report** – report circulated

Sue updated the committee on the state of the bank account.

#### **6 Neighbourhood Planning Grant funded work**

##### **6.1 Design consultancy**

Stuart distributed a report generated by the design consultants.

#### **Action all Committee Members**

Comments and suggested further work be sent to Stuart by 31.03

##### **6.2 Neighbourhood Plan Preparation**

Mike's reports, as submitted and discussed at the February meeting were further discussed

#### **Action Mike:**

- to compile a report outlining main stages in the process of getting NDP approved which will provide an illustrative outline timetable
- add intro to each of WG ToRs setting out their purpose and scope

#### **Action Mike, Stuart and Robert:**

- to agree on format of ToR and content.
- ToR to be agreed by Working Group (WG) Convenors and then by April Management Committee .

#### **Action Robert, Lesia and Mike**

- Vacant Membership Secretary /media engagement post to be filled asap – need job to be advertised on line and maybe through a monthly newsletter for Forum Member - as part of a call for members to volunteer to be more active, based on publication of ToR for WGs
- Meet Bryan Moody (Hartington Road) and Sandie Spackman (Eaton Road and Treasurer, Friends of Stoneham Park) to see if they want to follow up their involvement in the University Neighbourhood Planning Workshop by getting more involved, as committee members and/or members of Working Groups

**7. Hove Station NDP Vision Statement – note circulated by Helmut (see Appendix 2 )**

Initial vision statements drafted by Helmut, Nigel and David had been added to the one produced by Mike for the February meeting.

Nigel pointed out that the development of DA6 has to be beneficial to ALL communities within HSNF area. Also, he suggested that the Forum's proposal for the area would be stronger for presenting to the council if it was developed with knowledge of the potential developers' views and full support of the members. To achieve this, it is necessary to generate interest of public regarding vision for the area.

David suggested such publicity to be achieved by advertising initial ideas of Housing and Regeneration WG to promote response and engagement with HSNF from the locals.

**Action all Working Group Convenors**

- Take forward the development of the Vision Statement by developing objectives for the issues for the Neighbourhood Plan which their group are working on.

**8. Neighbourhood Planning Workshop**

David summarized the event. It was attended by about 30 people, including those from HPF and Whitehawk Community organisation. The slideshow that was shown at the event will be sent out to participants. Nigel said that it might be useful to have it uploaded to the website. The most useful tool at the event was the interactive model as it kept people engaged. The topographic model of HSNF area could potentially be used in a similar way.

**9. Application to Locality for Neighbourhood Planning Grant and Technical Support**

Mike pointed out that this grant has different conditions to the previous one HSNF received in December. There are also technical support packages available.

All members of the committee need to read the guidance notes. The application will need to In order to apply for the grant and technical support, HSNF has to prepare a project plan.

**10. Working Group Reports**

**10.1 Sustainable Green Neighbourhoods**

Jon and Mike had distributed a draft written report to be submitted to UKPN.

**10.2 Community Communications, Engagement and Infrastructure**

Robert distributed a written report. The website is being updated and the new information added. Gavin Muggerridge has taken on the role of co-convenor of Comms.

**10.3 Housing, Regeneration and Transport**

Stuart argued that until the meeting with Rob Fraser the working group cannot produce meaningful work as it is unclear what requirements the council has for the area/HSNF alongside the City Plan.

Mike agreed to arrange an evening meeting to be attended by Stuart, Helmut and himself

**10.4 National and Local Planning Policies**

No new updates at this time.

**10.5 Business and Jobs**

No new updates at this time.

**9. AOB None**

Meeting closed at 22.30

**10. Date of next meeting Wednesday April 15<sup>th</sup>**

Venue: The Hive, Stoneham Park Hove – 7.30-9.30pm

**Lesia Syrotiuk**  
**Secretary, Hove Station Neighbourhood Forum**

## Appendix 1

### **ACTION LOG TO THE 20<sup>TH</sup> MANAGEMENT COMMITTEE MEETING**

To be read in conjunction with the minutes of the 19<sup>th</sup> meeting (10.02.2015).

#### **5.2 Design consultancy**

**Stuart** to submit the report at the next meeting

-Completed

#### **5.3 Website**

**Mike:** to provide Robert with text material for stage one from 18<sup>th</sup> February onwards for uploading on to the web-site.

-Ongoing

#### **5.4.1 Neighbourhood Development Plan (NDP) - Project Plan**

**Mike and Nigel** – to edit the work done under these four headings, to incorporate feedback from committee, and produce a composite report of the neighbourhood planning consultancy, which would also include the work reported under 5.4.2, 5.4.3, 5.4.4 and 5.4.5. This report would be circulated in hard copy to all committee members as a baseline document for our post- designation 2015 work.

-Ongoing, to be completed by next committee meeting

#### **National, City and Neighbourhood Planning WG –**

**Mike and Helmut:** to expand as introductory sections of the Neighbourhood Development Plan and for web-site – important to clarify the feasible scope and limitations of the NDP.

-Ongoing, to be completed by next committee meeting

**Housing, Regeneration and Transport WG - Stuart and colleagues** to draw on design consultancy report to expand our analysis of issues and options -initially under these topic headings.

-Outstanding

**Community Communications, Engagement and Infrastructure WG – Mike and Robert:** to build on the work to secure socio-economic data from the BHCC Community Insights resource –see 5.4.3. below.

-Outstanding

**Action: all members of the Management Committee,** either individually or jointly, should write a short paragraph of their vision for the area (or modify the example in this report, or agree with the example) and submit to the Secretary by **Friday March 6<sup>th</sup>**. Vision Statement to be agreed at March Management Committee meeting for public discussion at our next Have Your Say day, probably mid - May after the elections.

Ongoing - more to be completed

**Mike and Nigel** to identify and circulate copies of the four examples of NDPs which he has identified for the committee members to read as a reference.

-To be forwarded by Mike by next committee meeting

**Mike** to develop this flow chart into a Gantt Chart which identifies the responsibilities of the Working Groups at each of the above stages, with reference to the emerging structure and content of the NDP

-Outstanding

**Helmut and Mike** to establish a programme of monthly liaison meetings with BHCC planning officers, which will include some evening meetings to allow other committee members to participate.

-Provisionally agreed but needs to be finalized

#### **all Working Group Convenors**

- Liaise with Mike to finalise their ToR so that a final version can be agreed by the March Committee meeting
- Consider following the lead of the Comms WG in producing a programme of monthly meetings in between the Management Committee meetings.

-Outstanding

**Mike** to investigate relevant training opportunities and report to March Committee

**Mike (and others)** participate in the BU event and notify all our members when we receive the final programme

-Completed

**Nigel** to assess whether or not training is needed in the governance area

-Outstanding

#### **5.4.2 Section 106 funding – the Neighbourhood Planning Dimension**

**Sustainable Green Neighbourhoods WG – Helmut** to follow up the tree planting issue

-Ongoing, to be completed together with S106 action point

#### **National, City and Neighbourhood Planning Policies WG**

**Mike** to write to Debra to establish flow of S106 data for DA6 and the rest of the Neighbourhood Area

-Outstanding

**Mike** to prepare an NDP Information Note explaining how S106 works in BHCC for Committee and thence for web-site

-Outstanding

**Housing, Regeneration and Transport WG – Mike and Stuart** to arrange evening meeting with Rob Fraser and transport planners re the development of a traffic management scheme

-Outstanding, but can be a part of the action point above (**Helmut and Mike** to establish a programme of monthly liaison meetings with BHCC)

#### **5.4.3 Community Profile and Infrastructure – evidence of community needs**

**Mike** to ask BHCC officers to produce Sub-Area profiles for for the Designated Neighbourhood Area as a whole and for the five different Residential Sub- Areas (neighbourhoods !!!) of Fonthill-Wilbury (i.e. north of railway), Conservation Areas/the Drive, the Goldstones (west of Goldstone Villas to Sackville Road), Poets Corner (west of Sackville Road to Tamworth Road) and Wish (west of Tamworth Road to Bolsover Road).

-Outstanding, Mike to circulate data for the whole HSNF

**Community Communications, Engagement and Infrastructure WG** to prepare the first draft of the Community Profile for the April Management Team as an input to the May Have Your Say Day.

-Outstanding

#### **5.4.4 Hove Station Area Improvement Project (HSAIP)**

**Housing, Regeneration and Transport WG** to take this issue needs forward through the HSAIP Project Group (David Kemp, Stuart Croucher and Mike Gibson) in the context of the work to secure S106

neighbourhood investment in traffic management via a BHCC traffic management scheme (see 5.4.2.above) and the BHCC Hove Station Approach Study, due to be available by the end of February.

-Outstanding

**Mike** to follow up BHCC transport officers' offer of a meeting to discuss their consultant's report on the Hove Station Approach - evening meeting if possible before the March Committee meeting. Also to have update meetings with Linda Freedman and the Director of the Blatchington Trust.

-Outstanding

**Stuart** to contact the transport planner who Rob Fraser suggested we should talk to about the need for a traffic management study focused on the impact of DA6 and the investment of S106 funds to mitigate the impact – arrange an evening meeting before the April Committee meeting.

-Outstanding

**David** to initiate the production of outline sketch schemes for the improvement of (1) the commercial/retail/ business area north of the railway - for March Committee (2) the commercial/retail/business area south of the railway – for April Committee

-Outstanding

#### **5.4.5 West Hove Community Engagement**

**Mike**- to recruit a member from West Hove Forum Management Committee to represent their views as a HSNF Committee and to recruit members to HSNF through WHF.

-Outstanding, to be completed by end of March

#### **6. Governance, Policies and Procedures**

**Nigel**- to organize a meeting of the HSNF officers to discuss these issues and initiate the action needed to deal with them.

-Completed

**Robert**- to distribute guidance on how to access Gmail Drive and the Calendar.

-Completed

## **Appendix 2**

### **HOVE STATION NEIGHBOURHOOD NEIGHBORHOOD PLAN: VISION STATEMENT**

This document collates the Vision Statements which were submitted to the March Committee, following the initial Vision Statement set out by MG in his report *Hove Station Neighbourhood Development Plan 014-2030: Structure and Content* submitted to the February Committee.

#### **Mike**

The Neighbourhood Plan will create the conditions under which the sustainable re-development of the Hove Station Area will establish a new centre for the surrounding neighbourhoods, which provides a range of housing and employment in attractive mixed use developments, together with improved retail areas, all served by a sustainable transport hub.

#### **Helmut**

#### **Vision for Hove Station Neighbourhood – Development Area 6 (DA6)**

##### **The Structure**

To the North of the Railway, DA6, once redeveloped, will retain Newtown Road, but not necessarily as a through road. Development will centre around that road on the South side up to the railway, on the north side up to Old Shoreham Road; This will be the vehicular spine; there will be a pedestrian / cycle through route that links the junction Old Shoreham

Road / Sackville Road with Hove Station – this will be the main spine route through the development.

The area will be substantially residential but with strong elements of modern employment facilities. These could constitute the ground floors of buildings, work /living units or small interspersed modern office units. Along the spine route there will be a significant shopping element at the Sackville Road junction end, a substantial IT / Media / Arts studio centre (roughly where Peugeot is today) offering individual work units as well as serving as a centre for meeting, experimenting and inspiration for residents, visitors and workers alike, and an increased commercial element around the station. The latter could reflect the small scale of shopping units at Hove Park Villas and extend these into the old station building and the area currently used as a car wash as well as onto the space currently occupied by the station car park.

The area south of the railway will accommodate the bus station and there will be an advanced rail / bus interchange for routes throughout the city. The bus station will make up the ground floor of a multi storey complex of car parking space and highrise modern residential units arranged around a higher level walkway at about station concourse level. Some major attractions such as a cinema and restaurants would provide major interest. All current station parking will be moved into the multi-storey car parking and the current Hove Station car parking area will be part of the commercial facilities and shopping surrounding the station in future.

### **A place to live in**

This will be an urban development with high densities. Much attention will need to be spent on the immediate residential environment with roof terraces, balconies and green outside areas provided to the residential units, which will be of good size and a mixture of small and family sized units. Space standards will be according to the new national standards. The street environment will be traffic calmed and there will be small spaces for relaxation and street play; the street space and pavements will be designed to a high standard with good structural planting, water and arts features and high quality street furniture.

Through traffic will be discouraged and most parking provided will be in the multi-storey car parking at the station or at the Sackville Road junction end. Car free development is envisaged. The area will have a good provision of car club vehicles and cycling facilities. Local shopping will be provided at either end of the area. Nursery space will need to be part of any plan for the area and school facilities will be as per the City Plan.

### **A place to work**

Being almost on top of Hove Station the area could become a big destination for workers within the area. Employment envisaged would be space intensive jobs such as IT, media and provide additional areas for this quickly growing field in Brighton and Hove. Facilities provided will be modern highly efficient office space, but also modern studio space as well as homeworking units which are integrated or attached to the residential developments.

### **A place to linger and enjoy**

The area will provide sufficient interest for visitors, such as the IT/Media/Arts studio centre and the local cinema complex; Buildings and the street environment should be of sufficient high quality to merit a visit. The area will be frequently visited by people walking through on their way to and from the station. Seating, play facilities, good quality planting, arts features should combine to provide a good usable urban environment.

### **Buildings and materials – a new identity linking old to new**

Whereas buildings should be arranged strictly along building lines, there should be scope for an imaginative sequence of roofscapes; there is scope for higher buildings South of the Railway station and arguable near the park.

A variety of building materials is called for. Ideally the building lines should be fixed and different architects be asked to design each building component.

### **Crossing the Divide of the Railway line**

The current bridge needs to be refurbished with lifts at either side; whilst it is listed it is also nearing the end of its design life and a modern glass enclosed structure will provide an accent and a suitable entrance to DA6.

The Newtown Road spine should then become an access road only and eventually a shared surface road that leads the pedestrian flows from DA6 across the railway at the Hove Park Villas end. This then provides opportunities to redesign the shopping end of Hove Park Villas in front of the Bridge.

The Fonthill road tunnel is unsuitable for pedestrian and cyclists. On the other hand it is hard to see how another pedestrian bridge could be built across the railway line. It may be that the underpass should be closed for through traffic and only provide an improved cycling, pedestrian access under the railway. The multi storey car parking facilities then will be accessed via Sackville Road and Goldstone Villas.

### **A framework for access and mobility**

The proximity to the railway and bus interchange should prompt a high degree of car free developments in the area; vehicular access to DA6 north of the station should be via Newtown Road at either end, but this should only be a through road for emergency vehicles. Fonthill road should likewise be available for access and egress from the area only towards Old Shoreham Road; the tunnel will become a pedestrian / cycling route only and Newtown Road between Hove Park Villas and Fonthill Road could be a shared surface road accessible to local residents but not through traffic;

The stretch of road of Hove Park Villas surrounded by small shops and the Dubarry building immediately to the north of the Railway footbridge will become shared surface with no permanent car parking and will act as one of the gateways to DA6 north of the railway. Any redevelopment on the South Side of the railway will be accessed via Sackville Road / Goldstone Villas.

### **Upping the environmental quality in the area**

The entire DA6 and surrounding areas need an uplift. Better planting, including making up for losses in the Victorian Street Tree heritage of the area, shared surfaces in a number of areas, good street furniture and public art

The rearrangement of access to the different parts of DA6 should prompt a review of traffic management in the HSNA as a whole. By introducing traffic management such as one way systems in many of the smaller roads substantial environmental improvements could be achieved such as extensive street tree planting, cycle parking at higher quality street furniture.

### **Hove Station as a magnet**

Coming to and leaving Hove from the Railway Station should be a positive experience – over and above a good train service. The approach to the station from the South (Goldstone Villas) should be reshaped to form a boulevard with wider pavements and, and features of

interest. The old station building and its forecourt should be redesigned to provide some major attractions to the station environment.

Approaching the station from the North via the footbridge should likewise be an uplifting experience.

## **David**

### **Hove Station Neighbourhood, a balanced and vibrant community**

The Neighbourhood Plan seeks to ensure that Hove Station Neighbourhood is vibrant and balanced and a great place to live close to the City Centre enjoyed by tourists, residents and students at the Universities. It will be known for its strong and diverse community, rich urban character, attractive green streets and spaces and thriving natural environment. It will be safe and enjoyable to move around on foot and bike and will be well connected to the rest of Brighton & Hove by public transport. The cluster of community buildings, shops and green spaces in the core of the DA6 area could be seen as a new centre for Hove and the heart of a neighbourhood where the diverse population can come together.

### **Achieving the Vision**

To help achieve the Vision, the Neighbourhood Plan will set out a range of policies and projects to help shape how development is brought forward in Hove Station Neighbourhood.

### **What are policies?**

Policies are statements of what the community would like to see happen in the Hove Station Neighbourhood. They are intended to encourage third parties who might invest / develop in the area to work in accordance with the Neighbourhood Plan and Brighton & Hove City Council Planning Policies. They are meant to be positive to encourage the types of development that the community wants and needs.

### **What are projects?**

Policies are not the same as projects. Projects will be actively promoted and taken forward by the community and will generally relate to improvements to a particular part of Hove.

## **Nigel**

### ***Vision***

To create a balanced and vibrant neighbourhood, a great place to live work and relax

### ***Objectives***

Strong Diverse Community

Mixed but complimentary land uses

Rich Urban Character drawing on historical design/architectural legacy

“Urban” High Density Hi Rise Development

Predominantly residential with min 600 new dwellings

Good space standards based on national standards

New social facilities, schools, nurseries,

Green, natural and attractive with spaces for communal gathering

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