

**HOVE STATION NEIGHBOURHOOD FORUM**  
**Management Committee Meeting**  
**MINUTES THURSDAY MAY 17<sup>th</sup> 2018**

**Agenda**

- 1. Attendance** – Nigel Richardson, Helmut Lusser, Mike Gibson, Robert Glick, Chris McHugh, Georgina Bassett, Sue Gibson, Stuart Croucher (early departure)  
**Apologies** – Jon Turner, Kim Tisdale, David Kemp
- 2. Minutes and action points from last meeting** - agreed
- 3. Governance group report**
  - a. GDPR action**

**RG** is to draw up a statement on privacy policy for circulation and approval by committee members by 25<sup>th</sup> May. The statement will state how HSNF deals with private data of members, how it is controlled and how it is not to be passed to any 3<sup>rd</sup> party.

**Post Meeting Note** this statement has now been completed and circulated to all members – the Forum is therefore GDPR compliant.
  - b. Report of Acting Treasurer**

The bank balance as of 10<sup>th</sup> May is £1034 10p.
  - c. Members non-availability during May -September - to notify Secretary for minutes of this meeting.**

**Post meeting note**

NR = Oct 23 – Oct 29

HL = June 1 – 11 incl, 20 – 23 incl, July 11 – 21 incl, July 22 – September 3 incl.

MG = June 7 – 14 incl, June 27 – July 2 incl.

SG = June 7 – 14

JT = June 4 – 15 incl
- 4. Communications and Community Engagement Group**
  - a. CCEG report RG – date for May meeting**

To be confirmed – **RG**

**Post meeting note** – 2 meetings of the Comms group have been arranged to prepare for the July 7<sup>th</sup> HYSD –

June 6<sup>th</sup> Wednesday 1100-1200

Friday 15<sup>th</sup> June 1300 – 1400

Venues to be confirmed by **RG**
  - b. HYSD February review and feedback**

**MG** to liaise with **RG** and complete a note of the HYSD. Because of other commitments, **RG** advised the group he would have less time available (eg printing) for the July HYSD, and therefore other members would need to contribute more.

- c. **Telephone Kiosk**  
Progress of the on-line petition to be reviewed and supplemented by a paper petition via Hove Station shops and the July HYSD. **MG/RG**
- d. **HYSD July - date to be confirmed 7th July and venue booked.**  
Date agreed for 7<sup>th</sup> July, Honeycroft booked for set up 1230 onwards – open 1330 -1630.
- e. **Budget for spending balance of 2018**  
Maximum expenditure for HYSD = £600.
- f. **Publicity programme to be discussed and reviewed any last minute actions publicity, newspapers?**  
Actions at CCEG meetings in June to be reported to June 21st Committee meeting.
- g. **Web-site upgrade status – RG**  
It was noted the RG had significantly Improved the web site and agreed that further improvement would be undertaken in mid-June in anticipation of the HYSD in early July. **MG/RG/MW.**
- h. **Community Hubs – finalizing draft projects for inclusion in Draft Neighbourhood Plan Part 2 MG**
  - i. **Community Hub 1 Hove Station –**  
Meeting to be arranged for period 15 – 22 June **MG/Sandy**
  - ii. **Community Hub 2 Sackville Road Conway Street**  
**Post Meeting Note-**  
Meeting has been re-scheduled for June 22<sup>nd</sup>. **MG/Natasha**  
NR has secured the involvement of Robert Taylor, MD Decon Laboratories Ltd (Conway St) in both the Community Hub meeting and the HYSD.
  - iii. **Community Hub 3 Stoneham –**  
Outline discussed at West Hove Forum 23rd May,  
Meeting to be arranged for period 15 – 22 June **MG/NR/Martin Lawrence (Hove Business Association)**
- i. **Community Infrastructure Levy (CIL) BHCC Consultation**, revised deadline 18 June - HSNF response to emphasise the role of the Neighbourhood Plan in allocating funding priorities for the Neighbourhood Plan Area – **MG/HL**
- j. **Community Land Trust – Hove Station Group MG**  
A cooperative has been formed in the Neighbourhood Plan area and is looking for a site for affordable housing. MG has had preliminary discussions about the various development sites in DA6 and has explained that the NP part 2 will support such provision within the Plan area.

## 5. Neighbourhood Plan Policies & Projects Group report

- a. **Neighbourhood Plan update**  
HL reported that Part 1 was substantially complete. MG pointed out that we needed to do further work on the allocation of specific sites (eg the Post Office site), and that the Consultation Statement would be completed by the end of May/early June.

**b. Hove Gardens/Matsim development**

MG had had a discussion with Simon Lambor who informed us that although the appeal had been lodged in January with the expectation that a Planning Inspector would be appointed in Feb/March, but had yet to be appointed. In this context Matsim are now preparing to go onsite within weeks to refurbish the former Furniture Village Warehouse for letting on 15 year leases to commercial organisations. Our Labour councillors were unaware of this and were expecting Matsim to come back with a revised application for the Hove Gardens project.

**c. BHCC Master Plan for Conway Street /AECOM Master Plan**

MG had had initial contact with Thalia Liebig (Programme Manager – Greater Brighton Public Estate Programme) which will be followed up to be clarified the relationship between the emerging Neighbourhood Plan and the parallel BHCC Master Plan Project for which £77000 has been allocated by the government's Public Estate Programme.

**Post meeting note** – MG has had a meeting with Thalia Liebig Alan Buck (Project Manager) and will circulate a note to committee following a discussion with the Chair on Friday 1 June.

**d. KAP Motor Group proposed development North of Newtown Road**

NR/JT/HL/MG had had a second meeting with the KAP Planning and Design Group. **NR/MG** to submit initial comments to KAP and confirm their participation in the July HYSD.

**e. Sackville Trading Estate and Coal Yard PA update – Red Herring application support**

MountPark's agents had agreed in principle to enable Red Herring to move on to the estate on a short term lease, but were unable to confirm this in writing before Red Herring had to vacate their School Road premises and move to less satisfactory premises in the Shoreham Harbour regeneration area.

MG reported that a new development company MODA were to be contracted by MountPark to develop and deliver a new design for the Sackville regeneration area.

**NR** to contact MountPark to secure a meeting with our technical group and an exhibition of the evolving proposals at the HYSD.

**Post Meeting Note** – NR has secured meeting with MODA on 25<sup>th</sup> June and agreement to their participation in the HYSD.

**f. Meetings with BHCC Planners – update on progress to plan completion/submission** HL reported that a meeting had been held in April to review the Draft Plan. There are no major outstanding policy issues but several refinements to the NP policies will be required as a result of the Strategic Environmental Appraisal being undertaken by AECOM on behalf of the Forum. **HL** to complete NP Part 1 in time for a further meeting in June before the committee meeting on the 21<sup>st</sup>.

**Post meeting note** – the earliest date for this meeting – now agreed – is Wednesday July 4<sup>th</sup> 1530.

**g. Draft Plan to be submitted to HSNF Committee Meeting Thursday 21<sup>st</sup> June** HL/MG reported that this would be achieved.

**h. Technical Support review of draft plan – AECOM**

The Draft Plan will be submitted to AECOM after the HYSD.

**i. Transport Workshop – to be arranged for a date in early June**

It was unanimously agreed **SC** was the best person to lead the transport workshop. **HL** to liaise with Andy Renault, **SC & HL** to enable the workshop to go ahead on Monday 18 June 6pm at the Vallance Community Centre (**RG** to book please).

**6 AOB**

**Date of next meeting - Thursday 21<sup>st</sup> June - confirmed**