

22nd August 2013

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| 1 | Welcome by Parish Council and round table introductions (for new members to group) | Cllr Sharon Wood / all |
| 2 | Apologies | |
| 3 | Funding of Plan from Adur District Council | Colette Blackett
Adur District Council |
| 4 | Funding of Plan from Community Development Foundation | D Porter Sompting Parish Council (SPC) |
| 5 | Contractual position with Action in Rural Sussex and planning consultant, Neil Homer MBA MRTPI, Planning Director, rCOH Ltd | D Porter (SPC) |
| 6 | Update on Adur District Council's Draft Local Plan | Colette Blackett
Adur District Council |
| 7 | Neighbourhood Plan – progress to date | Faustino Bayo (AiRS), D Porter, SPC |
| 8 | West Sussex County Council proposal for disused transfer station, Halewick Lane | D Porter, SPC |
| 9 | Position of Sompting Estates representative Craig Noel on steering group | D Porter, SPC |
| 10 | Site Assessments undertaken | D Porter SPC |
| 11 | Retail statement | Cllr S Wood, SPC |
| 12 | Housing statement | D Porter, SPC |
| 13 | Workshops / publicity | Faustino Bayo (AiRS), D Porter, SPC |
| 14 | Any other matters / questions | All |
| 15 | Date and location of next meeting | All |

19TH JULY 2012

- 1 **Apologies**
- 2 **Approval of minutes of 2nd July 2012:**
- 2 **Welcome new attendees**
- 3 **Formal application issue:** There is an issue concerning the reproduction of O.S.map. OS maps in general use for Plan

- 4 **Communicating the Plan etc:** How is this to be achieved? Publicity officer
- 5 **Who is taking on what main heading and so leading focus groups:**
- 6 **Is there any information that can help from Adur District Council for the Plan?**
- 7 **Census material:** Is this available?
- 8 **Review of Project Plan:** Result of cabinet instead of committee? Adjusting times?
- 9 **Any other business?**
- 10 **Date and time of next TWO meetings.**

8th March 2012

- 1 Apologies
- 2 Update on funding Adur District Council
- 3 **Formation of steering group:** All
Confirmation of group members.
Do we have an open evening to explain to interested members what the group and Plan is about; their expected commitment? If so when? And who to do?
- 4 Correspondence design All
- 5 Confirmation of area of Plan All
- 6 **Advertising of Plan to community:** Sompting Parish Council
Style of advertisement
When to advertise
Use of web, facebook
- 7 **Vision and objectives – see attached file from Adur District Council:** All
What are they for the Plan?
- 8 Any other matters / questions
- 9 Date and location of next meetings All

2ND FEBRUARY 2012

- 1 Welcome by Parish Council and round table introductions Cllr Sharon Wood / all
- 2 Apologies
- 3 Funding of Plan, staff, independent inspector and referendum Colette Blackett
Adur District Council

4	Contractual position with Action in Rural Sussex on community led and neighbourhood plans	D Porter Sompting Parish Council
5	Neighbourhood Plan production	Faustina.Bayo Action in Rural Sussex
6	Working with Adur District Council – how is this to happen and what will be its input to the Plan	Colette Blackett / Moira Hayes Adur District Council,
7	Forming steering group	All
8	Deadline dates for feedback to members via committees	D Porter / Colette Blackett
9	Any other matters / questions	All
10	Date and location of next meeting	All