



Notes of Meeting S04

LOCATION : MEMORIAL HALL

DATE : SEPTEMBER 29 2021

PRESENT : *Rob Bull [RB], Mike Inkson [MI], Peter Lamont [PL], Gina Sanderson [GS] and Keith Studor [KS]; apologies from Ian Bailey [IB];*

OBJECTIVE : *Fourth meeting of the Steering Group – focusing on the immediate next steps.*

Item	Notes	Action
1.0	NoM's S03	
1.1	The NoM's were accepted.	
2.0	General	
2.1	MI reported that Lynda Bull had resigned for personal reasons but would try to help if specific matters arise. Her excellent contributions to date were noted with many thanks.	
2.2	How to induct new volunteers was discussed and it was agreed that it was time to have a general volunteer group meeting, ideally with refreshments. MI will investigate possible dates in mid-October,	MI asap
2.3	The draft Vision and Objectives document had been previously circulated. MI requested comments from all at an early date [after meeting thought : ideally want a final draft available for general meeting as per 2.2 above] .	All asap
2.4	With LB's departure we are without a Treasurer. MI noted that he was working to update the cost report and hoped to circulate it over the weekend.	MI asap
2.5	Each sub-group leader reported in turn. IB had advised by email that he had nothing new to report. GS noted that her work had been on the Community Land Trust [CLT] which would be discussed later in the meeting. KS said that he was working on a master list of organisations to be contacted after which we would have to rank them by priority. MI noted that while traditional communications were working well, FB and ND were suffering with KH's departure. Hopefully one of the new volunteers will pick up that baton.	
3.0	General Meetings	
3.1	It was agreed that the two general meetings were successful. Attendance, at ~ 50 over the two days, was very good when compared to the few that attend the parish Annual Assemblies.	
3.2	The draft Survey Report document had been previously circulated. MI requested comments from all. In the meantime he will code a series of web pages with the same information so that people can choose between a printable pdf or an online version.	All by Oct 5



4.0	Next Steps	
4.1	MI reported that JE from RDC had asked us to consider her possible changes to our draft Plan Scope document before she proceeded with the SEA submission. A document with her proposed changes had been previously circulated. MI requested comments from all by Friday evening.	All by CoB Oct 1
4.2	<p>MI confirmed that Locality had approved the Housing Needs Assessment and reported back on his conversation [already outlined in an email] with the AECOM representative. We can expect the process to start towards the end of October.</p> <p>GS said that she expected that AECOM would have access to information that she couldn't get. At the launch meeting she will ask how AECOM will identify people housed elsewhere who still want to come to Peasmarsh,</p> <p>GS also proposed that we should call for stories about housing needs that can be fed into AECOM because the study is a desk exercise, not by visiting the parish.</p>	<p>GS in due course</p> <p>GS / MI asap</p>
4.3	MI rehearsed the story of Locality Site Location Assessments not being what we need in the short term. He reported that JE had pointed him to an ESSC study and to work done for Hurst Green by a consultant, both of which will help our immediate needs.	MI to circulate asap
4.4	GS led a discussion on a Peasmarsh CLT, explaining how it would work. At her suggestion it was agreed that we should ask for someone from Sussex Community Housing Trust to visit [perhaps at next Steering Group meeting?] and explain how CLT's work, what is possible and what is not.	GS asap
4.5	The need to contact utilities and others had already been discussed [see 2.5 above]. MI offered to help with the list creation but the priorities should be set by all.	KS / MI by Oct 11
5.0	AOB and Next Meeting	
5.1	The meeting discussed the need for a conflict of interest register. Agreed that our ToR's be expanded on this issue.	MI by Oct 6
5.2	Although not really PNDP business, GS noted that she was concerned by some of the questions raised at the General Meetings : PPC needs to be more proactive in telling residents what is happening. She will be raising this at the PPC meeting next week.	GS
5.3	There being no other AOB, the next meeting was agreed for Wednesday Nov 3 in the Memorial Hall.	