

**(THESE MINUTES REQUIRE PC APPROVAL AND ARE THEREFORE SUBJECT TO AMENDMENT AT THE NEXT PC MEETING)**

**MAYFIELD AND FIVE ASHES PARISH COUNCIL**

<b>7D08</b> <b>FINAL</b>
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**MINUTES OF MEETING OF MAYFIELD AND FIVE ASHES DEVELOPMENT COMMITTEE HELD AT LONDON HOUSE, HIGH STREET, MAYFIELD, ON MONDAY 21 JANUARY 2008 AT 1930 HOURS**  
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**Committee Chairman Councillor Deveda Redman**

### **SUMMARY OF MEETING**

- Mayfield and Five Ashes Parish Council Planning Strategy Document reviewed completed for submission to the Full Council.
- Decision on production of the Parish Action Plans agreed.
- Policy on gypsy and travellers sites discussed and agreed.

### **ATTENDANCE**

#### **Councillors**

Deveda Redman	(DR)	Present and Voting
Patricia Balfour	(PB)	Present and Voting
Jerry Watkiss	(JW)	Present and Voting
Cathering Swingland	(CS)	Not present

#### **Lay Members**

Garnet Shackel	(GS)	Present
John Coulter	(JC)	Apologies for Absence (B)
Leonard Trevillion	(LT)	Present
Steve Harland	(SH)	Present

Councillors Present and Voting 3	Apologies for absence 0	Not present 1	Total 4
Lay Members Present 3	Not Present 0	Apologies for Absence 1	Total 4

#### **Also Present**

David Thompson (DT) Parish Clerk

## MINUTES

### 1. COUNCILLORS DECLARATIONS OF INTEREST ON AGENDA ITEMS BELOW

- 1.1. DR declared an interest in activities connected with the unauthorised settlement of travellers on the stub end of the old A267.
- 1.2. There were no other declarations of interest.

### 2. MINUTES OF MEETING 19 NOVEMBER 2007 (7D07)

- 2.1. The minutes of the meeting were noted.

### 3. ACTIONS PROGRESS

- 3.1. Action progress was as follows:

MINUTE	DESCRIPTION	STATUS
• 6D10/6.2	Mayfield Open Day Questionnaire packs to be presented to mothers visiting Mayfield Primary School – Held for later date.	<b>HELD</b>
• 6D10/11.2	PX/JC to consult with Mayfield and Five Ashes Society with regard to the update of the 1969 Conservation Area Paper. In hand.	<b>OPEN</b>
• 6D10/11.3	WDC requirements with regard to any proposed changes to development and conservation area boundaries. To be considered at December meeting.	<b>OPEN</b>
• 6D11/9.1	Future of post office business. Clerk to enquire. Advised that post office will remain open.	<b>CLOSED</b>
• 7D5/6.5	Clerk to write to schools with regard to future numbers – letters written – some responses to date.	<b>CLOSED</b>
• 7D06.3.3	Presentation of strategy to be placed on Full Council agenda – meeting 7C07. Done.	<b>CLOSED</b>
• 7D06.5.1	Clerk to produce acetate slides and procure overhead projector for meeting of Full Council.	<b>CLOSED</b>

#### **4. MAYFIELD AND FIVE ASHES STRATEGY AND PLAN DOCUMENT**

4.1. The latest revision of the document (Version 6) was checked line by line by the Committee, apart from minor changes it was agreed that:

- Data on population by age group and gender would be included together with a short commentary on the results.
- Data on village organisations would be included.

##### **ACTION DT BY WEDNESDAY 23 JANUARY 2008**

4.2. The whole document would be updated and reformatted ready for submission to the Full Council on 11 February 2008.

##### **ACTION JW**

4.3. With regard to the census data, Clerk to check with St Leonards Mayfield College to ascertain whether college inmates and staff were included in the census.

##### **ACTION DT**

4.4. It was noted that the completed plan would form an integral part of the WDC Local Development Framework.

4.5. With regard to the 'Village Matrix' it was agreed that the former 'Wincanton' business site should be retained as a business site (that is no change of use).

4.6. JW would make the presentation to the Full Council on 11 February.

##### **ACTION JW**

#### **5. DETAILED ACTION PLANS**

5.1. The Clerk reported that JW had produced a template format for the individual action plans. Each plan shown in the Plan and Strategy document had been given a unique reference number which designated the plan category and the number of the plan within the category eg II.2 was the second plan listed in the Economy section of the document.

5.2. The Clerk had completed two plans in detail which were debated by the Committee and approved. The Clerk would produce the rest of the plans category by category for review at future Committee meetings.

5.3. The process was that each of the Parish Councils seven functional committees would be responsible for the detailed delivery of each plan. The Development Committee would have a co-ordinating role.

#### **6. GYPSY AND TRAVELLERS SITE POLICY**

6.1 The Clerk explained that at the last meeting of the Full Council (Minute 7C09/9.2) that JF had requested the Council to locate sites within the Parish for consideration as possible gypsy and travellers sites in order that WDC could produce its quota.

6.2 The Committee debated this issue in depth\* and reached the following conclusions:

- The Parish Council had a policy on this issue which was contrary to JF's suggestion (Parish Council Strategy 4.11).
- The Parish already had three such sites located in its area which had arisen partially because of the lack of formal sites.

The sites were:

- (1) Argos Hill
- (2) Meres Lane
- (3) Horleigh Green Road

- The Parish Council had co-operated fully in helping to provide affordable housing sites.

\*The Chairman declared an interest in this issue.

## **7 ITEMS OF INFORMATION AND NEXT AGENDA ITEMS**

7.1 There were no items of information.

### **THE MEETING CLOSED AT 21.05 HOURS**

### **THE NEXT MEETING OF THE MAYFIELD AND FIVE ASHES DEVELOPMENT COMMITTEE WILL BE:**

**VENUE: LONDON HOUSE, HIGH STREET, MAYFIELD**

**DATE: FEBRUARY 2008**

**TIME: 1930 HOURS**