

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

MAYFIELD AND FIVE ASHES PARISH COUNCIL

8D01
Draft

**MINUTES OF MEETING OF MAYFIELD AND
FIVE ASHES DEVELOPMENT COMMITTEE
HELD AT LONDON HOUSE, HIGH STREET, MAYFIELD,
ON MONDAY 21 APRIL 2008 AT 1930 HOURS**

Committee Chairman Councillor Deveda Redman

SUMMARY OF MEETING

- Parish Plan progress reviewed
- Meeting schedule reviewed
- Section IV and V action plans agreed

ATTENDANCE

Councillors

Deveda Redman	(DR)	Present and Voting
Patricia Balfour	(PB)	Apologies for Absence (B)
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 Trevellion	(LT)	Apologies for Absence (B)
Steve Harland	(SH)	Present

Councillors Present and Voting 2	Apologies for absence 1	Not present 1	Total 4
Lay Members Present 2	Not Present 0	Apologies for Absence 2	Total 4

Also Present

David Thompson (DT) Parish Clerk

MINUTES

1. COUNCILLORS DECLARATIONS OF INTEREST ON AGENDA ITEMS BELOW

1.1. There were no declarations of interest.

2. MINUTES OF MEETING 17 MARCH 2008 (7D10)

2.1. The minutes had been approved by Full Council on 14 April 2008.

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.	HELD
• 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.	OPEN
• 6D10/11.3 • 7D10/3.2	WDC requirements with regard to any proposed changes to development and conservation area boundaries. To be considered at the May meeting.	OPEN
• 7D10/4.4	First full review of Plan. October 2008	OPEN
• 7D10/5.1	Action plans sections I, II, III to be updated following meeting 7D10. Done	CLOSED

3.2. With regard to minute 6D10/11.3 the Clerk would follow up with WDC.

ACTION DT

3.3. With regard to Minute 7D10/5.1 the Clerk reported that the first batch of Action Plans had been updated.

4. PROGRESS WITH THE PARISH PLAN

4.1. JW distributed copies of the proposed A5 format of the Parish Plan.

4.2. DR and the Committee thanked JW for the work he put into formatting the document

4.3. It was agreed that it was best to have the document printed, and 1550 copies would be required. The Clerk advised that three quotes for the work would probably be necessary. DT would approach the printers used by the Rights of Way Committee, and JW would also supply some firms.

ACTION JW/DT

4.4. The Clerk noted that the Plan would go out with the Annual Report, and that the Annual Report had to be completed before the end of June 2008.

ACTION DT

5. ACTION PLANS

- 5.1. Action Plan numbers IV.1 – IV.7 were reviewed by the Committee. This batch of plans covered tourism, and it was agreed that there was a need for some development in this area. The tourism action plans were created around this successful development of the concept of a Mayfield Tourist System which would link all likely disciplines around a core strategy.
- 5.2. Action Plan numbers V.1 – V.6 were reviewed which covered transport issues. They were agreed by the Committee.
- 5.3. The Clerk reported that he would prepare the balance of the Action Plans for the May Meeting.

6 WDC PLANNING CONFERENCE 4 MARCY 2008

- 6.1 The Clerk reported that the key piece of work emerging from the conference was the production of the 'Template'.
- 6.2 The template had been designed to place all Parish Plans onto a like basis, to aid planning work within WDC. It was agreed to complete the template at the next meeting.
- 6.3 The Clerk reported that the design of the Planning Application Documents had been changed to conform with the newly laid down national standards.
- 6.4 The Chairman noted to the Committee that now that the Parish Council had gained quality status, there would be new responsibilities placed upon them as time progressed.

7 ITEMS OF INFORMATION AND NEXT AGENDA ITEMS

- 7.1 The following items were agreed for the next agenda:
 - WDC Plan template completion
 - Action Plan Groups VI, VII, VIII, IX, X, XI, XII, XIII
 - Covering letter for plan and annual report distribution
 - Boundaries
- 7.2 The Committee agreed that after the June meeting, they would adopt a two monthly cycle, since the workload of the Committee would be greatly reduced.

The programme will be:

May 2008	8D02
June 2008	8D03
August 2008	8D04
October 2008	8D05
December 2008	8D06
January 2009	8D07
March 2009	8D08
- 7.3 The Committee asked for information on the 'Wincanton' site project. The Clerk circulated drawings of the proposals and reported on minute 8P01/4.11 from the morning's Planning Committee meeting.
- 7.4 There were no other issues.

THE MEETING CLOSED AT 2050 HOURS

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

VENUE: LONDON HOUSE, HIGH STREET, MAYFIELD

DATE: 19 MAY 2008 (8D02)

TIME: 1930 HOURS