

# Winchelsea Town Plan - Steering Committee Minutes

Monday 27<sup>th</sup> November 2006 at 7:30pm, St Thomas' School,  
Winchelsea

Present: R Comotto (Chairman), R Hargreaves, D Morris, A Jasper, H Chishick, M de Smith, K Manning, A Markey, R Holmes (MLAG & THWART)  
Apologies: S Bevan, C Cogswell, P Dawes, S Redmond, I Sambrook, C Mears

The Chairman noted that the minutes of the previous meeting appear to be missing. Matters arising and consideration of these minutes was therefore adjourned, as was the question of electing a new secretary.

## **Update of the Plan:**

The Chairman apologised for the delay in re-convening the Steering Committee - the delays were due to the work undertaken on the separate Parish campaign but he confirmed that a lot of background work relating to the WTP had been done in the interim.

The primary item covered on the agenda was an update on the Plan provided in the form of a Powerpoint presentation prepared by the Chairman. He suggested that the clear priorities for the Plan related to Traffic and Transport issues, and to Conservation issues. This was not to the exclusion of other areas such as youth and leisure, services etc. but reflected perceived priorities in the Town. The majority of attendees agreed.

## **Traffic and transport:**

The presentation suggested a timetable for meetings with the Highways Authority and ESCC in respect of traffic and associated issues (speed, volume, signage, walking/cycling etc), following which a public exhibition and consultation process was proposed. The meeting dates with HA and ESCC were to be confirmed, but would be in December 2006 or January 2007. The proposed consultation dates would be the last Friday/Sat/Sun period in January 2006 (26<sup>th</sup>-28<sup>th</sup>), if this was feasible (availability of location, readiness of materials/posters/maps etc).

Following this part of the proposal it was agreed that:

- a. RC would confirm meeting arrangements with the HA and ESCC and advise members of these
- b. A Markey (AM) would check on the proposed venue (Court Hall) availability and costs
- c. J Haddock (JH) would design and prepare a floor-based plan of the town, with input from the School if possible (buildings/cars etc.). K Manning (KM) agreed to pursue this idea with the school
- d. Guides/monitors would need to be present on the consultation days - suggested times were from 10-4 each day. Tea & coffee would be available. See Handout for more details of proposals and rough layout of Hall suggested

- e. A questionnaire relating to traffic and transport issues would be needed in addition to the above. RC proposed that such a questionnaire be delivered to every household and a follow-up collection visit and completion assistance be provided for those who request it. A response target of 50+% should be the aim. KM suggested an incentive (e.g. a hamper) be offered to obtain a better response rate- a suggestion that was widely supported. RC indicated that he would circulate draft questionnaires shortly
- f. As an input/supporting material information on MLAG and THWART would be prepared by R Holmes (RH) and John Spencer (JS). RC indicated that P Dawes (PD) would be approached to provide a 'wider view' input document on the 'bypass' issue

**Draft visual design statement:**

RC suggested that rather than the Visual design Statement (VDS) being generated by a sub-committee or one or two individuals, which had so far failed to be progressed, that the VDS be created from a collection of street-by-street inputs from local residents, based on Rye Conservation Area (draft) character appraisal document. This can be downloaded from:

[http://www.rother.gov.uk/media/pdf/j/1/cb060731\\_-\\_08-04-RYE\\_CONSERVATION\\_AREA\\_APPRAISAL\\_-\\_draft.pdf](http://www.rother.gov.uk/media/pdf/j/1/cb060731_-_08-04-RYE_CONSERVATION_AREA_APPRAISAL_-_draft.pdf)

and a sample page describing Watchbell Street is appended.

The following meeting attendees agreed to draft descriptions (with images):

- AM, KM: Higham Green and Schol Hill
- RH: Hogtrough Lane & Rectory Lane
- AJ/JH: Castle St
- HC: Barrack Sq
- MdeS: German St
- RC: High St

These would provide input to the VDS and the forthcoming Winchelsea Conservation Area Review. A discussion on the merits of including the suggestion that the establishment of a Winchelsea Conservation or Civic Society should form part of the proposed plan concluded that whilst the establishment of such a Society may be beneficial its establishment lay outside of the scope of the WTP exercise.

**Future work:** amongst the main areas of future work to produce a WTP was a proposed survey of clubs and societies. Again, RC indicated that he would provide those below with input for a questionnaire, whilst other societies remain to be researched:

- FOAM: MdeS
- WLS: RH
- St Thomas' School PTA: KM
- Garden and Bowls: AM

MdeS asked if the postcode lists (full postcodes) from society's mailing lists could be made available (in electronic form if possible, i.e. as a list, not identifying the members by name or remainder of address etc). The postcodes do not uniquely identify households, so should not raise privacy issues, but they do allow the reach of the membership to be mapped, enabling the 'hub' status of Winchelsea to be understood and promoted

**AOB:** none was raised

**Next meeting:** no date set at this time