

WINCHELSEA TOWN PLAN

FIRST DRAFT

RECORD OF A STEERING COMMITTEE MEETING HELD ON WEDNESDAY, 21 JULY 2004 AT THE COURT HALL, WINCHELSEA

The meeting opened at 19:00 with Mr Richard Comotto in the Chair. There were two other parish councillors, 8 committee members and 6 residents present. Apologies were noted.

Minutes:

The draft minutes of the Town Plan meeting on 5 June 2004 were circulated. The draft minutes of the first Steering Committee Meeting on Wednesday, 14 July 2004, would be available for comment shortly.

Agenda:

This second meeting of the Steering Committee had been called in order to discuss terms of reference for the working groups, to identify further key issues and to take any steps to form the first working groups and arrange the first meetings in August/September.

The draft terms of reference for the Steering Committee were circulated.

The results of the May 2003 Town consultation were circulated for information.

There were two emergency issues, which were directly related to the Town Plan: these were the proposed Orange Mobile Telephone Mast on Roberts Hill and the proposed housing development at Winchelsea Motel.

Terms of reference for the Working Groups:

Each working group would draft its own terms of reference, but would have to be approved by the Steering Committee. It was hoped that the Working Groups would find it possible to meet during August or September to schedule an initial programme of work. Meetings should be scheduled well in advance, agendas advertised at least five days in advance and open to residents and other interested parties to attend. The Steering Committee should be kept informed of planned meetings and bookings for the Court Hall co-ordinated through the Secretary. A concise record of each meeting specifying key conclusions and recommendations should be kept. Copies of all submissions from interested parties should be passed to the Secretary for the official record.

An early task for each Working Group would be to compile a list of key issues and research material available or to be secured. Consultations with the community and other interested parties should be coordinated by the Steering Committee. A further meeting of the Steering Committee was planned for September.

The list of documents relating to Winchelsea and Rother District, which were available in the Community Office, would be circulated. All documents obtained or produced during the preparation of the Town Plan would be incorporated into a library in the Community Office. Where possible copies of documents obtained in electronic format would be recorded on CD for reference and use by the community.

It was suggested that a consultation exercise on the major issues to be dealt with in the Town Plan could be carried out at the Annual Town Fete.

Ms Cindy Cogswell was appointed Press Officer for the Steering Committee.

Orange Mobile Telephone Mast

It was understood that the proposal to erect a mast on Roberts Hill on the site of a Scheduled Ancient Monument was to proceed. Formal written objections should be registered by those concerned with the District planning authorities as soon as possible. An

WINCHELSEA TOWN PLAN

action group to oppose the mast had been established; this is chaired by Mr Les Parker. An information leaflet would be circulated around the Town shortly.

Winchelsea Lodge Motel – proposed housing project (14 domestic houses)

A full planning application for the development had been submitted to the District Planning Authorities and was shortly to be considered by the Parish Council Planning Committee. Copies of documents relevant to the application were circulated for information. This raised a number of important issues, which would be dealt with in the Town Plan. These included change of land use, development on the flood plain, development adjacent to the Conservation Area, road access and additional traffic generated, impact on neighbouring Sites of Special Scientific Interest. The Steering Committee decided to take no view on the application before consulting residents. It was agreed that an information notice would be circulated by the Steering Committee around the Town to inform residents of the application and solicit their reactions to the proposal in order to facilitate the planning process. The results of the consultation would be communicated to the Parish Council Planning Committee and District Council. They would also be taken into account in the preparation of the Town Plan.

The meeting closed at 2050.

Martin Hogg

Secretary

Winchelsea Town Plan Steering Committee

21 July 2004