

# WINCHELSEA TOWN PLAN

## **RECORD OF A STEERING COMMITTEE MEETING HELD ON FRIDAY, 1 OCTOBER 2004 AT THE COURT HALL, WINCHELSEA**

The meeting opened at 19:00 with Mr Richard Comotto in the Chair. There were nine members present including two parish councillors. Ms Ruth Goldstone of Action in Rural Sussex also attended. The third meeting of the Steering Committee had been called in order to review progress with the establishment of a number of Working Groups and to identify further key issues for investigation over the next three months.

### **Apologies for absence**

Apologies from Mr & Mrs Haddock and Siobhan Hart-Jones were noted.

### **Minutes of the Previous Meeting**

The draft minutes of the Steering Committee meeting on Wednesday, 14 July 2004 were considered and approved.

It was agreed that Minutes of the Steering Committee would be circulated to interested parties, including the Parish Clerk for Icklesham Parish Council and the appropriate contact at Rother District Council as soon as they had been formally approved.

### **Matters arising**

Mike de Smith drew attention to the need for the Town Plan Steering Committee and its Working Groups to obtain a licence for the reproduction of maps of the Ordnance Survey in its Parish Plan project. It was agreed that a formal letter be sent to the Rother District Council, seeking their support by supplying the Committee with OS map extracts under their existing licence. It was anticipated that we would have to sign a contractor's licensing agreement. In this way it was hoped to avoid having to take out an individual licence from the Ordnance Survey.

### **Correspondence**

The Chairman of the Traffic and Transport Working Group reported that he had written to East Sussex County Council for assistance in collecting data for the Working Group.

### **Recent developments**

The Chairman reported that the announcement that Winchelsea was undertaking a Town Plan had been favourably received by official bodies including Action in Rural Sussex, the High Weald Area of Outstanding Natural Beauty Management Unit and the District and County Councils.

### **Recent developments**

The Chairman reported that the planning application for the redevelopment of the motel located on the A259 towards Icklesham had been withdrawn. The Townscape and Landscape Working Group had produced an excellent summary of the issues, which had allowed residents to respond in the short space of time allowed. The Planning Officers had been impressed by the comments received.

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Concerning the proposal to erect a mobile telephone mast at Roberts Hill, it was understood that the Highways Agency had advised Rother District Council that the proposed site was not acceptable on account of the potentially dangerous location. Therefore, it was thought likely that the proposal would not proceed.

The Chairman reported that Icklesham Parish Council had finally fixed the amount that they would pay towards the construction of a Kickabout Area on the Jubilee playground (£2,000). Grants had been promised by Rother District Council and the Golden Jubilee Fund, so the project was now fully funded. It was hoped that work would begin early in 2005.

## **Terms of reference for the Steering Committee**

An initial draft had been circulated and revised in the light of discussion and the proposed work programmes of the various Working Groups. A revised version was now available and it was agreed that this would be adopted as a working basis for the Steering Committee and its Working Groups but would be subject to revision should the need arise.

## **Terms of reference for the Working Groups**

Each Working Group had the responsibility to prepare the initial draft of their terms of reference. Initial drafts had been completed by the Traffic and Transport Working Group and by the Community Working Group. The Tourism and Local Business Working Group had an Action Plan under preparation, which would be available shortly. Each Working Group was asked to limit themselves to 1-2 pages following the model proposed by the Countryside Agency and to submit these to the Secretary as early as possible.

## **Reports from the Working Groups**

### *Recreation and Youth Working Group*

The Group had met on 20 August and had prepared an initial draft of its terms of reference. A list of societies and activities in the area of recreation and youth had been prepared. The first priority was to survey the activities of existing organisations in the Town, which impacted on recreation and youth. It was hoped to identify some activities where additional facilities and activities were planned with a view to mobilising support for these. It was agreed that there should be a special initiative to build improved relations with the local primary school, its governors, staff and parents. An early opportunity would be sought to meet with the Headmaster to identify and discuss areas of common or overlapping interest.

### *Traffic and Transport Working Group*

The Group had divided its activities into four work areas; these were safe routes, traffic and safety, transport and long term strategic issues. The aim was to prepare a Local Area Transport Strategy Document along the lines of that prepared by Rye under the auspices of the East Sussex County Council. A framework for data collection and guidelines for research activities had been prepared and was available for interested parties. A number of source documents and transport materials had been collected and copies had been made which could be accessed from a CD at the Community Office. Patricia Daws of the Wider View Group had provided a large number of materials from the mid 1990's relating to regional transport and improvements to major routes, such as the A259. A submission had been made to the ESCC Local Transport Strategic Plan for 2006-2011. A public consultation on the A259/A2070 had recently been opened by the Highways Agency and it was planned to prepare a formal and considered submission by the Town Plan Steering Committee as well as to encourage members of the Winchelsea Community to comment.

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## *Community Working Group*

The Group had met on 19 August and had focused on five groups of activities: these were societies and events, neighbours and related issues, church, week-enders, and crime prevention. One important proposal under consideration was the holding of an annual event to bring together the entire Town's societies and clubs for a recruitment/publicity programme; another was the publication of a newsletter with the offer of advice and guidance on local services. It was noted that the Winchelsea Corporation was planning to publish a list of local societies and their contact details. Special consideration had been given to the Neighbourhood Watch scheme and how it might best be improved including the need for a focal point. It was agreed that Winchelsea functioned as a local hub for surrounding areas in a number of different ways and that it was important to cater for these wider interests and non-resident members of the community.

## *Tourism and Local Business Working Group*

The Group had met as part of its programme of meetings involving the High Weald Area of Outstanding Natural Beauty Unit and East Sussex County Council. This programme had already produced a number of publicity materials and was shortly to publish a regional guide to services and local tourism facilities. It was planned to carry out a survey on visitor response to Winchelsea and surrounding attractions and further outreach activities were under active consideration.

## *Townscape and Landscape Working Group*

The group had met and divided its activities into two major areas: the preparation of a Town Design Statement and other community actions, which directly impact the townscape or landscape. It was proposed to work towards the publication of a set of guidelines to try to inform and influence residents' decisions on the maintenance and rehabilitation of local buildings and facilities in ways, which were more favourable to conservation and to enhancement of the environment. Specific proposals would follow.

## **Targets and schedule for future work**

It was agreed that each Working Group would try to work towards developing a series of short, medium and longer term actions.

Each Working Group would aim to meet twice in the period leading up to Christmas. The next meeting of the Steering Committee was scheduled for Thursday 9<sup>th</sup> December, 2004 at 1900 hrs in the Court Hall.

## **Communication and consultation**

It was agreed that a newsletter should be produced for circulation to the members of the community within the next three months. This would help to raise awareness in preparation for a major two-day consultation early in the New Year, possibly to be held in the New Hall.

## **Any other business**

The meeting closed at 20:50.

*Winchelsea Town Plan Steering Committee  
15 October 2004*