

## PEACEHAVEN AND TELSCOMBE NDP STEERING GROUP MEETING

Held on Thursday 8 October 2020 via Zoom at 7.00pm

### In Attendance:

C Gallagher (CG)	Chairman
L O'Connor (LOC)	Vice Chair
N Watts (NW)	Steering Group Committee
C & P Bowman (PB)	Steering Group Committee
Cllr D Paul (DP)	Peacehaven Town Councillors
Cllr I Sharkey (IS)	
Cllr R White (RW)	
Cllr L Mills (LM)	Peacehaven and Telscombe Town Councillors
Cllr J Harris (JH)	
Cllr. C Gallagher	
Cllr D Judd (DJ)	Telscombe Town Councillor
Cllr C Robinson (CR)	Lewes District and Telscombe Town Councillor
Cllr L O'Connor	
J Boot (JB)	Consultant
T Allen (TA)	Town Clerk PTC
T Davis (TD)	LDC Neighbourhood Plan Officer
N Astley (NA)	Planning Consultant
R Brown (RB)	Communications
M Gatti (MG)	Peacehaven Focus Group
V Carrick (VC)	Peacehaven Focus Group
M Edser (ME)	Senior Project Officer, Business Development and Planning PTC
D Donovan (DD)	Peacehaven Town Council
K Sanderson (KS)	Resident.

## MINUTES

### 1. Welcome, introductions and apologies

CG welcomed everyone to the meeting. Apologies received from G Mallia and G White.

### 2. Acceptance of Minutes

The minutes of the meeting held on 10 September were agreed as a true record.

### 3. Chair of Steering Group Update

CG reported that PTC is now making plans and taking actions - it is noticeable how much of the NP will affect Peacehaven and is gaining momentum. The first 6 months 2018 minutes of SG (Steering Group) meetings have been published on the website in order to build up the background. More minutes to follow.

### 4. Update on Meridian Consultation to Date

The consultation is now complete, unfortunately no update from GM on the results is available at present. The top 3 survey choices would be communicated soon.

### 5. Masterplan Communications and Consultation Plan

JB confirmed that he, GW, GM and NA had been working in the background on a public consultation strategy. The logistics of reaching out to the community were outlined as not

everyone can visit the website so a pamphlet was being devised. A variety of ways would be used to consult with residents:

- A 4-page summary of the masterplan outlining the highlights, focusing on the 2 final suggestions (3A and 3B) from AECOM (which the SG found favourable) will be made available to the community.
- Use of the Co-op store and other offices in Peacehaven, Telscombe Cliffs and East Saltdean to distribute the information.
- A social media campaign which will have a link to a survey which will be available to everyone only once.
- Use of print media and TV/radio interviews - GW has many links with the media and is very helpful in facilitating this.
- Peacehaven Directory and PTC E-news will be used to communicate the information.
- Key documents will be available on the website for comment and feedback including the UoB student reports.
- A virtual public meeting presentation from NA and JB (hopefully w/c 2 November) followed by Q&A will be held.
- 1-1 surgeries where people can book a session at the Meridian Centre to ask questions face to face (will be Covid-secure).

All the information gathered from the consultations will be discussed with the SG who will filter it into a consultation statement/report which will sit alongside the NDP and will be an important evidence document.

TD observed this was a comprehensive plan to consult with the community but queried how it would fit with the informal general consultations (not just the Masterplan). JB confirmed this would follow: due to the complication of HDD consulting at the same time or shortly afterwards, the SG decided to do one at a time - however the consultation period will be used to proceed with the NP. JB referenced the Project Plan relating to this.

MG asked whether windfall sites would count towards the 255. TD confirmed she will check this when the Housing Needs Assessment has been completed. **ACTION TD**

MG asked if PTC are not moving – how will that affect the Masterplan? NA said the Masterplan was an aspirational document and the Town Council offices could still be incorporated within the community space outlined. Many variables were yet to be agreed so further changes are to be expected.

MG stated LDC had issued another call for sites. TD explained this was because they are reviewing the local plan (issued in 2016) as new Government legislation requires all plans to be reviewed within 5 years. LDC are required to assess all available land in the District (but not necessarily part of an allocation). Any sites designated within the NP will be considered against it.

VC questioned the two alternative numbers of properties to be built according to the AECOM Masterplan (mixture of flats and houses): 179 and 123. Which figure will the SG use in the consultation? The two options presentation was shown to the meeting and JB and NA explained the differences, both options will be offered to encourage feedback which will then be used in report on the Masterplan.

NA explained the 'Policy' for the Meridian site: this was complicated because it covered retail policies (hospitality/galleries), housing policies (tenure and size) in addition to public realm policy (pavements and street furniture) – this is where consultation feedback would assist.

PB referenced the wind tunnel effect and had sent several letters about the problem, citing similar mistakes made in Brighton and Eastbourne developments - the Beacon was now to have doors installed. NA confirmed a wind-related policy can be incorporated into the Meridian site.

RW observed the community space in the Masterplan was greater than at present which requires more detail – something that will function for years to come. High streets now comprise more mixed use with offices, cafes and restaurants as well as retail - the community should be consulted on where they would spend money and build accordingly.

People working from home need office or meeting space which would bring trade to shops and cafes. Size and number of shops should also be considered. CG confirmed the SG would be consulting the business community on what was required. TD added the Government had added a new class E to the Use Class Order - therefore shops can be changed to offices without planning consent or submission to LDC.

Discussion took place regarding whether any of the coast road businesses might wish to move to a new town centre, and whether that would create a split - this would depend on the number of units in the new centre and rental costs. Ideally both areas should work together to minimise A259 congestion - a range of businesses was needed within the town, however residents will always travel out to bigger supermarkets and the SG had no influence over the Co-op. NA noted such comments should be submitted in order to be included in the NP.

## **6. HDD Update**

NA reported:

- A first draft outline plan was presented to the SG from HDD welcoming feedback and stating they wished to engage with the group.
- A letter was sent setting out the SG's views on the proposals.
- HDD and Pegasus joined SG members for a socially distanced walk to get a better understanding of how Peacehaven functions. Two hours were spent walking around and discussing connectivity.
- It was emphasised that the Meridian Site is currently (and will continue to be) heavily dominated by car use and is poorly connected to everything else around it. Bus-stops and cycle routes are not linked so HDD planners were encouraged to assist the SG in the wider NDP context.
- Cycle routes and footpaths behind the Meridian site linking to the north, the bus stop by The Joff (Youth Centre) and inaccessibility to the medical centre from the car parks were discussed, also the memorial park and other areas. An ambulance bay for the medical centre was proposed.
- Potential changes that the SG wished them to include: increasing retail units , improving the mix of housing on the site. NA believed they were receptive to the ideas presented.
- LOC emphasised the issues with access from north/south/east/west to the Meridian Centre by foot and cycles as well as cars. Improvements to the bus access and medical centre were essential.
- HDD will contact the SG with rough drafts of their ideas for the site and hopefully continue the liaison with another meeting to respond.

ME asked about timescales: NA confirmed they would not divulge much about their plan but as they are at an early stage there may be enough time to provide input and some influence. Developers are usually keen to proceed, but NA believed the SG views were taken on board.

## **7. Character and Design guidance and Codes**

JB displayed the design codes presented by AECOM at the meeting last Monday, covering the entire area including Telscombe Village and East Saltdean.

- Character areas were divided into 8 sections (details were given).
- Developments should share the character of those areas so walls, fences and house extensions would conform.

- More detail will follow – this was just an outline proposal, looking at what has worked well to date (and not so well).
- Street layout characteristics should be continued in new developments
- 'Local Heritage Asset' scheme was suggested to document areas of historical interest - such a policy can be incorporated into the NP.
- Examples of good quality recent design were shown and could be a guide for any development in Peacehaven in the future in terms of design, thereby future proofing it for the new Government White Paper re planning.
- Further work to develop the guidance will take place over the next few months and will be issued with the draft NP

JH observed there was no mention of the Golf Course - JB confirmed it could be included as a local green space and thereby protected within the NP.

LOC asked if any further input could be added for AECOM to consider - JB agreed to send out a PDF of the 8 character areas for comment and a follow-up session will be held late November to present a draft of the full document. **ACTION JB**

RW asked if sustainability, green spaces etc were included - JB confirmed this element would be detailed in the NP rather than the design guide. High level improvements to Building Regulations mean that it is difficult for a NDP to exceed national policy (zero carbon 2050). NA confirmed there is a chapter dedicated to green technology in the design guides and how it should be incorporated into buildings.

CG has been working on background material to go with the green spaces report which is hoped for Town Councils to consider in November.

## 8. Housing Needs Assessment (HNA)

- TD had circulated an outline document to CG and the SG - still a work in progress but she hoped to have more detail in the document by the next meeting. Researching the required data has been very time-consuming and will eventually be written up to support the NP.
- The HNA will fulfil a role in any planning applications submitted in the meantime, if there is a delay in the pre-submission stage.
- CG said some guidance would be welcome – it was important to get the right sort of housing so very keen to get the HNA produced.
- VC asked if this was a document that LDC think the public want? TD stated there is a requirement to assess what the housing need is. Before the Local Plan part 1 was adopted in 2016, a HNA supported that plan. Social housing, supported dwellings (elderly/disabled) are also considered however this was not a viability assessment – information is extracted from Census data which is the most comprehensive available to indicate a trajectory. More recent references are used where available (including recent planning applications granted).

## 9. AOB/Q&A

- a) PB asked about new Government figures for homes – do LDC have revised numbers and how does that affect the NDP? TD explained changes on the calculation of how many houses each local authority area should be planning for, but did not believe it would affect the numbers for a few years (although the figures are likely to increase). LDC is required to use standard methodology to calculate this number but it was not an immediate issue. Government tends to allow NPs to have transitional arrangements - therefore there is hopefully some protection for this NP until the Local Plan is out of date.
- b) NA is studying the new White Paper and the impact of it on NPs and has submitted a draft response to questions relevant to it.

- c) LOC thanked TD for the work being done on the HNA but until this analysis is received it is impossible to know what type of housing is required - was there a way of measuring pent-up need? TD said the ONS data used by policymakers is updated more frequently therefore this can be used with some relevance, together with other supplementary information she can find.
- d) RW believed LDC should have relevant information about housing needs – Health CCGs have real-time data and Joint Strategic Needs Assessments could be consulted. He offered to assist TD with such information which would be useful. **ACTION RW to liaise with TD**

#### **10. Dates for the Diary**

Next Meeting Thursday 12 November and 2<sup>nd</sup> Thursday of the month at 7pm thereafter.

*Meeting closed at 20.33 pm.*