

Minutes of the meeting of the BATTLE NEIGHBOURHOOD PLAN STEERING GROUP (SG).

Meeting held, Wednesday, 22nd September 2021, at 6.45 p.m.

In attendance: Cllr Margaret Howell (MH), Chairperson. Cllr Allan Russell (AR), Andrew Brown (AB), Sue Best (SB), Cllr Dale Wheeler (DW), Bev Marks (BM), Jane de Garston (minutes, JdG)

1. **Apologies for absence :** Paul Whymark
2. **Disclosure of Interest:** None
3. **Approve minutes of meeting of 24th August 2021 – Agreed**

4. Matters arising:

JdG and Battle Town Council ground staff were thanked for the work to arrange the prompt installation of all the banners.

The website will be updated to advise, with the conclusion of the Referendum, no further correspondence regarding the plan will be entered into. The website information needs to be absorbed into the Town Council website or archived and any enquirers directed to contact the Town Council.

DW reported he has backed up all emails onto disc for safe storage.

There are still a few editorial changes to be made to the Design Code Guidelines, it was previously advised that these could be made post referendum. Julia at RDC to be advised of the changes before the Plan goes to RDC Cabinet.

Action: AR/BM to check final numbering is correct on Design Code Guidelines

5. **Referendum Result:** The result was announced late in the evening of 16th September, as attached.
The result was declared as:
Number cast in favour of a **YES – 1127;**
Number cast in favour of a **NO – 138;**
Total rejected papers – 5
The total number of ballot papers issued was 1270 which is a 24% turn out of an electorate of 5184.

6. **Errata and “to do” list:** The Assets of Community Value listing is to be updated and forwarded to RDC. All remaining tasks are matters for the IMR (Implementation Monitoring & Review Sub Committee).

Thanks were expressed to Rother District Council for conducting the Referendum and for the prompt declaration of the result.

7. **Budget report:** The expenditure incurred for the banners and promotional materials has yet to be invoiced, all items will be covered by the Locality Grant.
8. **Dispersal of documents for storage:** Members to agree a date to review all paperwork. Everything will be retained for archiving but any duplicate documents will be removed.
It was noted that the size of the storage boxes for East Sussex Council storage facility is very small and will not accommodate the plans and maps, even in a refolded state.
It was suggested BTC may need to reconsider the location for the storage of all NP archiving material.
Action: JdG to confirm the size of storage box permitted for East Sussex County Council storage
9. **Any Other Business:** BM advised the group should declare the intended closing date of the SG but proposed this is after the populating of the IMR to ensure a handover can be scheduled. This was agreed.

A protagonist against the NP has been circulating misinformation via social media and now appears to have changed tack and is requesting the detail of the cost of the plan & referendum. It was noted that there is very minimal expense to the Town Council as the Referendum is the responsibility, including financial, of Rother District Council and an ongoing grant process has covered the costs of the preparation and consultation of the plan.

MH reported the article to this week's Observer includes this information.

It was agreed anyone requesting financial information should approach the Town Council.

The plan will be presented to RDC Cabinet for formal approval on 18th October.

It was agreed that a further meeting would be required to close the SG and handover to the IMR.

Action: Advice to be sought from the Town Clerk on when this should be and to confirm if the disbanding needed to be an item for Full Council.

12. Date of next meeting – Tuesday, 19th October at 3 p.m. via Skype.

Meeting concluded at 7:30p.m.