



Sedlescombe Parish Council
Neighbourhood Plan Review Committee.

Minutes of the Meeting of the NPRC
on Wednesday 10th December 2025 at Sedlescombe Sports Pavilion at 18:00.

Public participation session re matters on the Agenda at the Chairman's discretion.

There were no members of the public.

Minutes

Attendees: Cllrs Vine-hall (JVH), Anderson(GA)-Chair, Saunders(KS), Chapman(RC), Saull Hunt (JSH).

In attendance: Jackie Scarff – Clerk to the parish council

Item	Agenda Item (NP25.)	Action Point (AP)
1	<p>i. To receive apologies & reasons for absence (LGA 1972 s85 (1)) Apologies received from Cllr Coupar for personal reasons</p> <p>ii. To consider accepting apologies & reasons for absence Resolved: Apologies were accepted.</p>	
2	<p>Interests in accordance with the Localism Act 2011 and the Parish Council Code of Conduct. To receive councillors' declarations of interest regarding matters on the agenda and consider any written requests for dispensation as a result.</p> <p style="padding-left: 40px;">Pecuniary Interests Other Interests (Non-Pecuniary)</p> <p>There were no interests declared</p> <p>To grant any requests for dispensation as appropriate. None required</p> <p>Reminder any changes to register of interests should be notified to the clerk immediately.</p>	
	Business to be transacted	
3	<p>If the committee wishes to exclude the public for a particular agenda item, the following resolution must be passed: ‘That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.’</p> <p>There was no requirement to pass this resolution.</p>	
4	<p>To consider the minutes of the NPRC meeting 12th November 2025 for confirmation and signing as a true record. GA proposed that Item 1 ii should read that JSH was proposed and elected as vice chair of the committee. All Agreed Resolved: Item 1 ii of the minutes of 12th November 2025 were corrected and signed as a true record by the chair.</p>	
5	<p>To consider, for adoption, a timeline for the project. KS asked if the timeline could be published before January. It was agreed that it could be published and the clerk was asked to put it on the website.</p>	

	<p>The resident survey was discussed. GA asked whether the survey should be done in January and what questions should be asked. GA proposed that a poll is put together and sent out in January. Clerk and GA will put a proposed poll together and circulate to committee member for agreement.</p> <p>Resolved: The committee agreed the timeline and it was adopted as a working document and the clerk was asked to put it on the website.</p> <p>Clerk and GA to write the survey and circulate to committee members for agreement.</p>	<p>AP1 Clerk</p> <p>AP2 Clerk & GA</p>
6	<p>To consider a Communication Plan and agree any actions required.</p> <p>GA asked if a bit more detail could be added to the communication methods. JSH suggested that the January bulletin advertises signing up to the email database through the website. All Agreed JSH mentioned using a QR code to take people straight to the website. GA asked if FAQ's could be developed and added to the website along with an explanation as to why the plan is being updated and a list of draft policies being considered. KS asked that all communication that is sent out is recorded on the website. JVH commented that the A frame board on the green is very effective. It was agreed that the board needed replacing and the clerk was asked to order a new one. GA suggested that google forms could be used. Social media, it was agreed that it would be good to set up a parish council Facebook page for information only and not for comments to be received along with a link to publishing on Instagram as well. For paper surveys it was agreed boxes to collect them would be placed in the shop, the village hall, the pub and the Church</p> <p>Resolved:</p> <ul style="list-style-type: none"> • The clerk to include a section encouraging residents to sign up to the database. • The website to be updated by the clerk with the information agreed. • The clerk to ensure that all communication sent out is to be recorded on the website. • The clerk to buy a new A frame board. • The communication plan was adopted with the additional information for the methods. • The clerk to set up a parish council FB page with no commenting and no anonymous posts. • The clerk to start FAQ's and send it round for review. 	<p>AP3 Clerk</p>
7	<p>To consider the made Sedlescombe Neighbourhood plan and agree what needs to be revised.</p> <p>Committee members had read the made plan and commented that policies were largely to do with housing.</p>	
8	<p>To agree policies to be considered and agree any actions required.</p> <p>There was a discussion about various policies that could be researched further. The cllrs had read and were impressed with the Crowhurst Neighbourhood plan. GA suggested that cllrs each took a heading under the policy section and read all the policies with a view to establishing what would be relevant in Sedlescombe. There was a conversation about Grey Space but the cllrs considered there was no grey space in Sedlescombe.</p> <p>Resolved: cllrs agreed to read and review policies in the following areas. GA - village environment – in conjunction with KS KS – village environment – in conjunction with GA JSH – the natural environment JVH – economy</p>	<p>AP4 KS, GA, JVH, JSH</p>

9	To receive reports and questions from Members in brief, including items for next agenda. GA commented that the timeline highlighted trying to encourage some resident members. Cllrs will think about who could be approached. It will be advertised on communication.	
10	To agree a date or schedule of dates for the forthcoming meetings. Resolved: It was agreed that the next meeting will be Thursday 8 th January at 1730.	