



**Sedlescombe Parish Council**  
**Neighbourhood Plan Review Committee.**

Minutes of the Meeting of the NPRC  
on Thursday 12<sup>th</sup> March 2026 at Sedlescombe Sports Pavilion at 17:30.

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

There were no members of the public.

**Attendees:** Cllrs Vine-hall (JVH), Anderson (GA) Chair, Saunders (KS), Chapman (RC), Coupar (BC).

**In attendance:** Jackie Scarff – Clerk to the parish council

One Member of the public (MOP)

| Item                             | Agenda Item (NP26.)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Action Point (AP)                                       |
|----------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------|
| 1                                | <p><b>i. To receive apologies &amp; reasons for absence (LGA 1972 s85 (1))</b><br/> Apologies were received from Cllr Saul-Hunt.</p> <p><b>ii. To consider accepting apologies &amp; reasons for absence</b><br/> Apologies were accepted.</p>                                                                                                                                                                                                                                                                                                                                                                         |                                                         |
| 2                                | <p><b>Interests in accordance with the Localism Act 2011 and the Parish Council Code of Conduct.</b><br/> <b>To receive councillors' declarations of interest regarding matters on the agenda and consider any written requests for dispensation as a result.</b></p> <p style="padding-left: 40px;"><b>Pecuniary Interests</b><br/> <b>Other Interests (Non-Pecuniary)</b></p> <p><b>There were no interests declared</b></p> <p>To grant any requests for dispensation as appropriate.<br/> <b>None required</b><br/> Reminder any changes to register of interests should be notified to the clerk immediately.</p> |                                                         |
| <b>Business to be transacted</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                         |
| 3                                | <p>If the committee wishes to exclude the public from a particular agenda item, the following resolution must be passed:<br/> ‘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><b>To consider the minutes of the NPRC meeting on <a href="#">12th February 2026</a> for confirmation and signing as a true record.</b><br/> <b>Resolved:</b> The minutes of 12<sup>th</sup> February 2026 were signed as a true record by the chair.</p>                                                                                                                                                                                                                                                                                                                                                           |                                                         |
| 5                                | <p><b>To review the draft policies and agree any next actions required</b><br/> GA summarised work to date.<br/> The draft policies had been incorporated into the overall NHP document, had been reviewed with further comments.<br/> The clerk was asked to accept all the changes in the document so it could be read by cllrs.<br/> The MOP, who has previous experience working on Neighbourhood plans agreed to read and comment on the document and feed back to the group. The clerk was asked to send the document to the MOP who was happy to read the document and comment.</p>                             | <p><b>AP1</b><br/> <b>MOP &amp;</b><br/> <b>all</b></p> |

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|          | <p>The clerk was asked to check with the RDC officer if the revised plan would need to include the sites from the 2018 NHP.</p> <p><b>Resolved:</b> The clerk to accept all the changes on the document.</p> <p>The clerk to send the document to the MOP. Cllrs to read the document for the next meeting.</p> <p>The clerk to contact RDC re sites from the 2018 plan.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                    |
| <b>6</b> | <p><b>To review the survey questions and agree any actions required.</b></p> <p>The document had been reviewed by GA &amp; JVH. There was a discussion about the length of the document with concerns that it was too long. Ga discussed the requirements to ensure that the correct consent was obtained for under 18's. KS suggested that the group organise some focus groups to find out the thoughts of under 18's. GA suggested a group for the 18-25 years olds.</p> <p>JVH asked about the questions regarding demographics and what the group would want to achieve from these questions. GA agreed to go through the survey questions again, remove irrelevant questions and save to SharePoint for further review.</p> <p><b>Resolved:</b> GA to review the survey and once saved cllrs to review. KS offered to contact Sedlescombe Primary School. GA will talk to JSH re contacting Claverham.</p> | <b>AP2 -GA</b>     |
| <b>7</b> | <p><b>To review the timeline and agree any actions required.</b></p> <p><b>Resolved:</b> The timeline was reviewed. The clerk will check for any amendments.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | <b>AP3 - Clerk</b> |
| <b>8</b> | <p><b>To receive reports and questions from Members in brief, including items for next agenda.</b></p> <p>Nothing further.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                    |
| <b>9</b> | <p><b>To note that the date for the next meeting is Thursday 9<sup>th</sup> April 2026 17:30 at the Sports Pavilion.</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                    |