

## **Minutes of a meeting of Better Mid Sussex Advisory Group held on 2<sup>nd</sup> June 2011 from 10.00 a.m. to 11.37 a.m.**

**Present:** Jack Callaghan (Chairman)  
Tim Farmer (Vice-Chairman)

Andrew Barrett-Miles\*  
Katy Bourne  
David Dorking  
Margaret Hersey\*

Catrin Ingham  
Anne Jones  
Denis Jones

Natalie March  
Edward Matthews  
Mandy Thomas-Atkin

\* Absent

**Also Present as Appointed Substitutes:** - Councillor Edward Belsey

### **3. SUBSTITUTES AT MEETINGS OF COMMITTEE – COUNCIL PROCEDURE RULE 4**

The Advisory Group noted that, in accordance with Council Procedure Rule 4 - Substitutes at Meetings of Committees etc. – Councillor Edward Belsey had replaced Councillor Barrett-Miles for the duration of the meeting.

### **4. APOLOGIES**

Apologies were received from Councillors Barrett-Miles and M. Hersey.

### **5. DECLARATIONS OF INTEREST**

None.

### **6. MINUTES**

The Minutes of the meetings held on 7<sup>th</sup> April 2011 and 18<sup>th</sup> May 2011 were agreed as a true record and signed by the Chairman.

### **7. BETTER MID SUSSEX PROJECT**

Tim Barkley, the Better Mid Sussex Planning Leader introduced the report, setting out the background to the project and the terms of reference for the Group. The Better Mid Sussex Planning Leader gave a presentation to show how the revitalisation project can support Council strategies.

In response to a Members question the Better Mid Sussex Planning Leader said that the national situation had contributed to empty shops on high streets in the District but that Mid Sussex had a lower vacancy rate in comparison to other towns in the region. Some existing units are the wrong size and configuration for modern standards but there was retail interest. The Council was taking a lead to facilitate this interest and in managing the public realm through environmental enhancements.

A number of Members highlighted the benefits of the extension of the Bluebell Railway to East Grinstead. The Chairman said that this has been recognised by Mid Sussex District Council who has given financial support to the railway.

In response to Members' queries about current schemes the Better Mid Sussex Planning Leader gave Members an overview of progress and private sector companies that the Council is working with on these schemes.

## **RESOLVED**

That the contents of the report be noted.

### **8. VICTORIA PARK, HAYWARDS HEATH**

Jan Lear, the Strategic Projects Manager introduced the report. There were date changes to the information in Appendix C as the advert would instead be published in the Estates Gazette on the 18<sup>th</sup> June and the evaluation of Expressions of Interest would begin on the 15<sup>th</sup> July.

The Group were asked to consider the design brief and the addition of item 15. A number of Members spoke in support for the addition of the item.

A Member highlighted the surveillance benefits that the café would bring to the park and queried whether opening hours could be extended. The Strategic Projects Manager said that opening hours would have to have planning and licensing approval and also be economically viable. The hours stipulated in the design brief specifically refer to the minimum hours that the public toilets on the site should be open and accessible.

It was suggested by a Member that the development should be an appropriate size. The Strategic Projects Manager said that an earlier draft of the design brief had contained dimensions but that there had to be some flexibility for developers to bring forward a viable proposal.

In response to a Members query the Strategic Projects Manager said that as a commercial operation the café would have responsibility for dealing with litter in the immediate area. The Better Mid Sussex Planning Leader said that litter could be included as part of item 7 in the design brief for clarity on the matter.

The Better Mid Sussex Planning Leader clarified, in response to a Member's question, that there was existing vehicular access but there was no proposal for parking spaces as the existing access needed to be used for service access and deliveries.

It was suggested by a Member that there should be a condition that ensures an iconic design. The Better Mid Sussex Planning Leader said that there was guidance in the master plan and the architects' panel would assess any proposed scheme.

In response to a Members query the Vice Chairman said that there was some disabled access to the east of the site but that there were some issues due to the levels. The Better Mid Sussex Planning Leader said that any scheme would be reviewed by the Accessibility Action Group at the appropriate time. The Vice-Chairman highlighted that item 2 in the design brief specifies that the public toilets be "freely accessible".

The Chairman moved as per the recommendations in the report.

This was agreed unanimously.

## **RESOLVED**

That:-

- (1) The Advisory Group agrees to the addition of item 15 to the design brief;
- (2) The Advisory Group agrees the use of Part B of the Pre Qualification Questionnaire (PQQ) for the 1<sup>st</sup> stage of the procurement process, EOI; and
- (3) The Advisory Group notes the next steps of the project.

## **9. BETTER MID SUSSEX PROJECT – CONSIDERATION OF WORK PROGRAMME**

The Better Mid Sussex Planning Leader introduced the report and highlighted the need for flexibility within the work programme. Private sector developers would be able to attend the meeting on the 28<sup>th</sup> July to discuss schemes for the Martletts Centre in Burgess Hill and at Haywards Heath Train Station. The Better Mid Sussex Planning Leader asked Members to note an amendment to the draft Work Programme in Appendix 1 as the report on Haywards Heath Town Centre would be brought forward to the Group's meeting on 30<sup>th</sup> June.

The Better Mid Sussex Planning Leader said it might be necessary for a special meeting to be held for the Queens Walk work stream which may not be ready in time for consideration at the meeting on the 28<sup>th</sup> July 2011.

The Chairman moved as per the recommendation in the report.

## **RESOLVED**

That the Work Programme for 2011/12 be agreed.

Chairman.