

Minutes of a meeting of the Crowborough Neighbourhood Plan **Commercial Group** held in the Town Hall, The Broadway, Crowborough on Wednesday 21<sup>st</sup> January 2015 at 7.30pm

Present:

Michael Cooke  
Peter Cowie  
David Larkin  
Chris Lawson  
Greg Rose  
Matthew Street  
Charles Tankard  
Chantal Wilson  
Melanie Street – Crowborough Town Council

Topics and Decisions	Action
<p><b>1. Apologies for Absence</b></p> <p>No apologies for absence had been received.</p>	
<p><b>2. Minutes of the Previous Meeting</b></p> <p>The minutes from the previous meeting were agreed. Charles Tankard would like it noted that he had given an apology for absence which was not recorded.</p>	CTC to amend the hard copy of minutes of the meeting
<p><b>3. Matters Arising</b></p> <p>The group discussed the retention of the Pine Grove building for commercial purposes. At the previous meeting, dated 10/12/14, it had been agreed to approach the Steering Group and request the Neighbourhood Plan supports the Crowborough Community Association in its effort to obtain a Community Right to Build for the property. If agreed by the Steering Group, the Commercial Group would like to engage the services of planning consultant Tony Fullwood to write the document. As the Steering Group has not met since the previous meeting, it was agreed to carry this action forward.</p>	Michael Cooke to discuss at Steering Group meeting on 4/2/15
<p><b>4. Terms of Reference</b></p> <p>Members discussed the Terms of Reference circulated by the Chairman of the Steering Group. It was agreed to adopt these with the some changes to make them more specific to the Commercial Group. This would include the objectives of the group being:</p>	Michael Cooke to amend Terms of Reference and circulate amongst members

<p>Car parks and parking  Promotion of commercial activity  Development of a Night Time economy  Improving road links to the High Street  Making the High Street environment more attractive to pedestrians  Maintaining the Pine Grove building for commercial and community use  Provision of land for new businesses</p>	
<p><b>5. Parking Report</b></p> <p>The group discussed the car parking report, conducted by Pelham Transport Consulting in September 2012, and circulated prior to this meeting. It was agreed the key points of the report were the Mead House car park and the Pine Grove car park.</p> <p>There was a discussion regarding Wealden District Council’s 1998 Local Plan which supports policy CR7 and CR8 and which states:</p> <p><i>Paragraph 13.56 - Public car parking provision in the town centre which amounts to some 630 spaces operates virtually at capacity, particularly during peak periods. Over the Plan period, extra car parking may be required to meet additional demand arising from the projected growth in population and new development on land to the west of Croft Road, as well as to replace any displaced by new development.</i></p> <p>Members understand that much of the 1998 Local Plan was carried forward and there was concern that expansion of the town since 1998 has only added pressure on the available parking. The group expressed concern that the Pelham Transport survey had been conducted after Pine Grove offices had closed, when the Community Centre was not running at capacity and local schools had only just returned from the summer break. Members agreed to consider funding a Car Park and Parking survey. This is to be included as an item for discussion on the agenda for the next meeting.</p>	<p>Michael Cooke to include item on agenda for next meeting</p>
<p><b>6. Identifying Where Local People Work</b></p> <p>The group discussed figures which had been circulated prior to the meeting. These had been obtained from ‘East Sussex in Figures’ and showed which employment sector local people worked in. Members were keen to know how far local people travelled to work but this information was not available in this report, which only gave figures for the whole Wealden area. Therefore it was agreed to contact Philip Johnson at ‘Locate in East Sussex’ for more detailed information.</p>	<p>Chris Lawson to contact Philip Johnson</p>
<p><b>7. Defining the Town Centre Retailers and Commercial Activity</b></p> <p>Following a discussion at the previous meeting it was agreed there is still a need to define the Town Centre and High Street, and to identify types of retail and commercial activity taking place, and then to mark these on a map.</p> <p>Copies of the Chamber of Commerce membership and Google maps for the</p>	<p>Chris Lawson to source</p>

<p>area were distributed but it was agreed there needed to be clearer identification of all individual businesses and units. It was suggested that the group use 'Go Plan' to achieve this.</p> <p>The group discussed the possibility of using Streets Ahead information to support this.</p>	<p>Go Plan for Crowborough</p> <p>Peter Cowie to obtain information from Streets Ahead</p>
<p><b>8. Regeneration of the High Street</b></p> <p>The group discussed the High Street and shared ideas for improving the environment for pedestrians. These included pedestrianisation, shared space, wider pavements and one-way options. The group also discussed the changing face of High Streets and the need to embrace this. It was agreed to approach the Chamber of Commerce in order to discover if they had any ideas regarding the regeneration of the High Street and to suggest the possibility of one of the Chamber's Executive Members attending this group.</p> <p>It was also agreed to contact Streets Ahead with a view to inviting them to attend the next meeting of this group.</p>	<p>Chris Lawson and Charles Tankard to contact Jeremy Woolger</p> <p>Peter Cowie to contact Streets Ahead</p>
<p><b>9. Reports for Steering Group</b></p> <p>It was agreed that the Chairman would report to the next Steering Group meeting on the following:</p> <p>Community Right to Build (regarding Pine Grove building), preservation of Bluebell Wood and parking Items discussed in this meeting and previous meeting dated 10/12/14</p>	<p>Michael Cooke to report to Steering Group meeting on 4/2/15</p>
<p><b>10. Any other business</b></p> <p>Tony Fullwood, planning consultant, had contacted the Chairman to ask if the group had any questions for him at this time. Members decided they did not.</p> <p>Members discussed the need to define the High Street and Town Centre as an area on a map. The Chairman of the Steering Group shared that the Environment Group will be completing similar work. Therefore it was agreed to use their information as a base and add commercial items where necessary.</p>	<p>Charles Tankard, Chairman of Steering Group, to share work from Environment Group when finished</p>
<p><b>11. Next Meeting Date</b></p> <p>It was agreed to meet next on Thursday 19<sup>th</sup> February 2015 at 7.30pm at the Town Hall.</p>	
<p><b>Meeting closed at 9.05pm</b></p>	