

Community Group – NEIGHBOURHOOD PLAN

TERMS OF REFERENCE

Main Objectives:

To create proposals and evidence in regard of provision of Community Facilities in order to create Neighbourhood Plan for Crowborough Neighbourhood Area.

To produce such proposals and evidence within the frame agreed by the Steering Group.

Detailed Objectives:

1. To investigate site provision for new or expanding schools with parking facilities
2. To investigate the future provision by Doctors, Dentists and Hospitals
3. To look at the future provision of Youth Facilities
4. To look at the future provision of Elderly Care Provision
5. To investigate the future provision of Nursery Care
6. To investigate the future provision of Sports and Leisure Facilities
7. To look at the future provision for Performing Arts
8. To investigate the future provision of Community Centre Facilities
9. To investigate the future provision of U3A Activities
10. To look at the future provision of Parks/Play Areas/Skate Parks
11. To look at the future provision of the Model Railway
12. To look at the future provision of Cemeteries
13. To look at the future provision of Allotments
14. To look at the future provision of Community Halls

All these investigations relate to the possible future provision of land acquisition and recommended designated site use within the next twenty or more years.

Structure and Membership

The Working Group committee will be formed by individuals, representing themselves or interested parties or otherwise within the Neighbourhood Area.

Each committee will elect a Chairman.

The elected Chairman will be responsible for calling meetings of the Working Group and circulating an agenda prior to each meeting.

The elected Chairman will be responsible for the conduct of meetings **which will also be open to members of the public.**

The elected Chairman will ensure that the minutes of each meeting are taken and distributed to relevant parties.

Reporting

The Working Group will report to the Steering Group.

Scope of Responsibility

The Chairman of the Working Group will be responsible for reporting on Group minutes, proposals and supporting evidence to the Steering Group. The Steering Group will manage the proposals and supporting evidence in order to complete the final version of the Neighbourhood Plan. The Working Group will be allocated time within the agenda of each Steering Group meeting. The Working Group will have the support of an authorised Consultant.

Approved Process

The Steering Group will complete the Neighbourhood Plan and it will be approved by all relevant parties as laid down in the Neighbourhood Plan process documents – namely submission to the Local Planning Authority, an independent Examination prior to going to a referendum of members of the public in the Neighbourhood Area. If and once approved the Neighbourhood Plan will be adopted by the Crowborough Town Council and will be a statutory document which the Wealden District Council must take into account when making decisions affecting the Neighbourhood Area.