

**ANGMERING COMMUNITY LED NEIGHBOURHOOD DEVELOPMENT PLAN
ACTIVITY AND TIME TABLE TO COMPLETION**

Issue 5 – 7th April 2014

Date 2014		Event	Activity	Action	Lead	Completed
	By					
December		Referendum			ADC/All	
Sep to Dec		Preparation for Referendum	Publicity Printing & Publication (tbc who does this) Media activity		ADC	
July to Sept		Publicise Plan	Publication in Library etc		All	
		Examiner Report	Update Plan in accordance with Examiner comments	Discuss comments and insert into plan if agreed/necessary	ADC/All	
30 June		Submit Submission Plan To ADC for Public Examination		Send Plan to Arun District Council		
01 June to December Steering Group Members Holidays						
7 June	21 June	Rita on holiday				
11 Jun To 29 Jun		Final Submission Plan Review	Send to Angmering Parish Council	One final check before submission to Examiner – is everything included	All / Cllrs	complete
		Plan Update	Review comments	Update / amend Plan as needed	RW	complete
		Policies Update	Review comments	Update / amend policies as needed	All	complete
		Consultation Feedback	Collate feedback comments	Review and Update Spreadsheet – publish with update decisions	All	complete
30 April – 11 Jun		6 Weeks Pre-Submission Plan Consultation Period		Ensure all evidence and appendixes are ready for submission to Examiner during this 6 week period.	All	
30 April		Make Pre-Submission Plan available		Plan & Supporting Documents made available on PC website	PT/PC	complete
14 Apr To 30 Apr		Publicise Consultation	Printing & distribution of paper copies and posters to public places.	Using PC Photocopier	PC/Cllrs/ All	complete
18 – 21 April - EASTER HOLIDAYS (those with Children possibly from 7 Apr 2014)						

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13 April		Pre Submission Plan Publicity and on-line access in place		Ensure all evidence and appendixes are ready for submission to Examiner during this 6 week period.	All	
07 Mar to 13 Apr	07.03-13.04	Publicity to Residents	Schedule distribution of APC Newsletter	PC as pre-arranged with SG usual people to deliver out newsletter & hire local youth	PC/SG	complete
			Create overview for APC Newsletter / Posters	PT/PC any SG members welcome to assist with posters	PC/PT/All	complete
	Apr??	Public Awareness	Plan & Schedule drop-in sessions	How many and where – book venues Booked; CC 03/06/14 & Village Hall 30/05/14	All	complete
			Publicise via AVL website; SAV; Angmering Society etc to spread the word	using above posters	PT	Complete
	Set-up APC NDP website	Plan and Background evidence etc. uploaded onto website	Arrange Link from “Angmering Village Life” website	PC Staff/PT	PC Staff	complete
		Set up on-line feedback capability				Email: complete
	Apr??	Plan Update (date tbc)	Create SEA – if requested by ADC	DEPENDENCIES: <ul style="list-style-type: none"> Housing Allocation policies - PT Draft Plan & Policies in Place – All Plan & Policies updated following ADC review - All ADC SEA review 	RW	Complete SEA-n/a
		Receive & Review ADC feedback	TBC by ADC Is SEA required.	Create SEA Section if necessary Need to confirm with Donna Timings & Dates 14Mar14 - Awaiting reply	All	Confirmed not needed
	31 Mar	Draft of Plan to Arun District Council for SEA review (April 7 – Plan now with ADC and Parish Councillors)		APC – Public Consultation <u>Need to find out how long ADC / Donna needs to review Plan and feedback decision</u> 14Mar14 - Awaiting reply	PT	Plan forwarded to ADC & Navigus 1 st April
	Apr 15	Meeting with NAVIGUS		Make updates if required after meeting	All	Complete

ARE THESE ITEMS NOW COMPLETED?

Date 2014		Event	Activity	Action	Lead	Completed
	By					
		Consultation	Stakeholder Consultation		Pat	completed
		Create Maps	Maps sent to office	Ongoing Liz working with PC Staff on maps	Liz	completed
		Character Areas; Plan Constraints:	Insert Map into Plan	Character Areas: almost complete 14Mar14	PC Staff	completed
		SDNP	Plan Constraints: waiting input from NP	Contact South Downs National Park	RW	Feedback received 28 th March
		Policy Objectives Complete	Validate against public consultation feedback	All still ongoing	WG Owners	complete
			Validate against APC Surveys		RW	Complete
			Steering group review		All	Complete
			Update Plan Section 4: Vision & Objectives		RW/WG	Complete
			Issue Section 4 for review		RW/WG	Complete
		Evidence Gathering/Base – Online	Sort through documentation database		Liz + All	
			Split into “supporting” and public consultation evidence		Liz + All	
			Pass consultation data to workgroup owner		Liz + All	
			Match “supporting” evidence to Policies		Liz + All	
			Compile list of “supporting” evidence documents and / or links for upload to APC website		Liz + All	