

1. Overall Objectives

The Neighbourhood Plan for Twyford is to address the spatial needs of the parish for the next 20 years, within the parameters set by the Policies of the South Downs National Park Authority.

Twyford has a deep sense of itself as a functioning village with as strong sense both of community and of place as well as of continuity. The plan will therefore consider the needs of the village as a whole, as well as of all sectors of the community. It will take into account particularly

- i. youth
- ii. the elderly
- iii. those with a longstanding connection to the village

The following issues will be addressed:-

- i) Economic Activity
- ii) Employment
- iii) Housing needs
- iv) Transport
- v) Historic Environment
- vi) Design
- vii) Natural environment
- viii) Footpaths
- ix) Sports Facilities
- x) Community Buildings and services

2. Management objectives

The objective is to produce a plan that is:

1. technically sound
2. has the support of local people;
3. can be produced within the resources available to TPC
4. can be produced within a reasonable timescale.
5. The management of the plan will be designed to secure community ownership of the plan by:
 - i. active involvement in the preparation of the plan
 - ii. oversight by community representatives and interests

3. Management Structure

A. Supervision and decision making: (Twyford Parish Council)

Responsible for

- Finance
- Timetable and work program
- Liaison with the Planning Authority
- Agreeing content
- Public involvement
- External relations.
- Appointing and employing an Administrator to service the Technical group

See further below

B. Technical Group

Responsible for

- Preparing the TNP in accordance with the Objectives set out above:
- Collecting and analysing information
- Preparation of draft policies and proposals
- Ensuring that TPC is fully briefed on all issues
- Presenting documents to TPC for agreement
- Ensuring that village and community needs are identified
- Advising TPC of any unresolved issues

See further below

1. Supervision and Decision making

- i) To be accountable for steering and providing strategic management of the Neighbourhood Plan for Twyford, by ensuring that the objectives and key milestones are met
- ii) To establish and set terms of reference for the Technical Group.
- iii) Directly and through the Technical Group, to encourage and strengthen links between key village organisations and ensure they are fully informed of the work of the technical team and have the opportunity to influence its progress.
- iv) To resolve any problems identified
- v) To sign off the drafts of the TNP prior to publication and adoption.
- vi) To act as the public face for the Neighbourhood Plan.
- vii) To prepare and administer the necessary budget
- viii) To liaise as necessary with the Planning Authority and outside bodies
- ix) To agree regular reporting to the Parish council

2. Powers

1. Powers

TPC will prepare a budget request each year so that the objectives and responsibilities in sections (1) and (6) are addressed. All expenditure to be managed by the Clerk, under delegated powers. .

2 Meetings

TPC is not required by Neighbourhood Plan Regulations to meet in public nor to have meetings minuted, although they may be minuted. TPC will therefore meet informally or informally as and when required with a minimum of three days clear notice given to members. All external correspondence to be copied to the Clerk .

Technical group

1. Membership.

The Committee shall comprise those with technical expertise which can contribute to the preparation of the plan. The following skills are needed:

- Data analysis
- Survey
- Preparation of plans and policies
- Ecology, historic environment.
- Design/ architecture
- Transport.
- Housing
- Economic
- Public relations
- Document production
- Mapping
- The development process
- Valuation
- Project management
- Publicity
- Marketing

2. A core group is needed drawing in outside people as required or as available, probably a minimum of four but there is no maximum number.

Sub groups may be set up to deal with particular topics (eg. Village design guide, transport, affordable housing) may also be set up under the Technical group's umbrella. Membership of the group will be as approved by the Management Committee.

3. Chairman

The group will elect a leader who will be the main point of contact with the management Cttee.