



BRAMSHOTT & LIPHOOK NEIGHBOURHOOD DEVELOPMENT PLAN

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A meeting of the NDP Steering Group took place at 7.30pm in the Canada Room, Liphook Millennium Centre, Midhurst Road, Liphook on Tuesday 6th February 2018.

MINUTES

Present:

Chantal Foo (VC)
Alasdair Cameron
Anna Leslie
Andy Kivell
Darren Ellis
Emma Winfield
Jeanette Kirby
Rebecca Standish
Roger Miller

Apologies – Dominic Taplin

1 invited guest – Natasha Finn (EHDC – Community Officer North-East)
1 member of the Press
2 members of the public
Cllr Jane Ives (Chair of B&L Parish Council)

1. Welcome and Introduction

The Chair welcomed everyone to the meeting.

2. Declarations of Interest

Statement made: *'Members of the Steering Group are reminded of their responsibility to declare any pecuniary interest which they may have in any item of business on the agenda, no later than when that item is reached. Unless considered to be not relevant or of any significant nature, members may not participate in any discussion of, or vote on, any matter in which they may have a pecuniary interest in. Member must withdraw from the room when the meeting discusses and votes on the matter. This includes all interests set out in your Declaration of Interests form.'*

There were no Declarations of Interest.

3. Approval of the Minutes from the meeting dated 23rd January 2018

The minutes of the last meeting were approved.

Proposed by AL, seconded by EW, all in favour.

4. Matters arising from the minutes not addressed in the agenda.

No matters arising from minutes.

5. Update following meeting with EHDC 6th February 2018

CF provided a summary of the meeting held at Penns Place on Tuesday 6 February 2018.

Present at the meeting were Victoria Potts (Planning Policy Manger, EHDC), Ian Mawer (EHDC) together with Jane Ives (Chair of Parish Council), DE, CF, JK and RM.

EHDC officers were updated on the stage of our NDP, referring to the Visioning Event and Design Forum. CF confirmed that these initial consultations were to gather evidence on what the community wanted for the Parish.

We were advised that if we proceeded significantly in advance of the EHDC revised Local Plan then our NDP would become out of date within a short period of time. It was confirmed that we still had a lot of work to be done, and this was likely to tie in with the timing of work on EHDC's emerging draft Local Plan.

EHDC propose to have the draft Local Plan ready for first consultation in Jan 2019 which is before the 5 year 'expiry' date of the JCS in May 2019. It was recommended that our NDP goes to referendum after EHDC's Local Plan is submitted, so that the NDP is examined against the new Local Plan, and both Plans will have a plan period up to 2036.

EHDC will be putting out a call for sites (to cover all potential land uses) at the end of this week. This will be open for 12 weeks, finishing on 4th May 2018. This will exclude any sites in the SDNP. The results should be issued this summer including their methodology. We also have the opportunity to look at our parish and put forward sites for consideration.

EHDC do not expect to receive the revised housing numbers for the whole of the district from Government until summer. EHDC will have discussions with the SDNPA but pointed out that the SDNPA's Local Plan is nearing approval and housing numbers will not need to be reviewed for another 5 years.

We will be notified when any information is submitted for consultation. Everything in the Local Plan will be revised including all policies, therefore it was discussed that we should work closely with EHDC to ensure we work in tandem. The conservation areas supplementary planning document for Liphook is due to be revised commencing in April this year and a more comprehensive report is planned to be provided.

The emerging Local Plan looks at the strategic impact of all development on infrastructure, traffic, education, housing etc. using standard modelling techniques. The independent Atkins report is looking at traffic on a local level. Local Plans are now required to be reviewed every 5 years to take account of any changes in housing numbers, the economy etc. CIL charges will also be reviewed.

It is understood that we can do our own call for sites and put those sites within the EHDC area forward for consideration. Although EHDC will assess the suitability of sites, we could do our own site assessment using a proforma based on the new methodology plus enhanced for our own purposes. The base method of assessment would have to be the same as EHDC.

Although there could be a variety of uses for sites including recreation, retail, employment etc. it may be too early to consider different uses. It was suggested that we could be involved in submitting sites prior to May as EHDC could carry out the assessment.

Cllr Jane Ives (Chair of Parish Council) said that a decision on moving on to the next stage did not necessarily have to be made as the NDP has not been stopped and can therefore still continue. Cllr Ives requested that the report to the parish council needs to contain a statement of what the Steering Group recommends based on the advice from EHDC and the discussions with EHDC.

It was felt that open dialogue with EHDC was extremely useful and it would be good to have mile-stones planned so that the NDP work continues to coincide with the emerging Local Plan. Regulation 14 would be the first inspection stage in the NDP process and could be early 2019, in line with the first consultation of the revised Local Plan. The NDP has the opportunity for many more community events during this period to maintain public interest and to continue to gather more information.

The Examiner will pay attention to the EHDC Local Plan when assessing the NDP. There is a possibility that speculative development proposals may come forward between the completion of the Local Plan and the NDP referendum, therefore there is a need to co-ordinate agreement on sites so they can be included in the EHDC Local Plan.

6. Press releases

It was suggested that we check with EHDC and ask for guidance and perhaps a quote and obtain their approval before issuing the next press release.

Agreed: CF will email Victoria and Ian to get agreement on wording.

Cllr Jane Ives stressed that there have been no decisions made at this meeting of the Steering Group and that the Parish Council has not endorsed any of the suggestions put forward.

The last press release went on the NDP website and front page of Herald. The next press release could lay out idea of plans and timescale. We have now had a lot of clarity on our position to be able to move forward.

A further press release will be composed regarding working parties and outlining the interview process.

7. Next meeting, and next steps

Next meeting to be Thursday 22nd February 2018 at 19:30 in the Canada Room LMC.

CF to issue a revised list of meeting dates to reflect change to the fortnightly meeting to alternative between Tuesdays and Thursdays.

8. A.O.B.

It was suggested we have to refer to Feria regarding next steps for the NDP, and that decisions for the method forward need to be recommended to the Parish Council. CF confirmed this will be on next agenda.

The working party volunteers list was issued; two people are interested in joining the Steering Group. A number of queries have been responded to, but concern was raised that correspondence should be using the admin email address. Cllr Jane Ives confirmed that email addresses have been allocated to the NDP group but have never been used. Admin is currently looking into how to issue them.

AK suggested that in any correspondence we need to ensure that when we respond we have to make it clear whether we are responding with our own personal views or on behalf of the Steering Group. It is best practice to have only two people responding to emails (either the admin officer or Chair).

There were no other comments.

Meeting finished at 8.18 pm.

9. Exempt session:

Exempt session took place. Separate minutes issued to Parish Council.