



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 19th June 2018.

MINUTES

Present:

Chantal Foo (VC)
Andy Kivell
Anna Leslie
Darren Ellis
Emma Winfield
Jeanette Kirby
Raine Ryland
Roger Miller

Apologies: Rebecca Standish

Also In attendance: Tessa Wright – NDP Administrator
1 member of the Public

1. Welcome and Introduction

The meeting started at 19:32. The member of the public was introduced as Andrew Pope who has recently been appointed to the Public Services Working Party.

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 7th June 2018

The approval of these minutes was proposed by DE and seconded by RR.

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

JK arrived at 19:34.

EW reported that she had spoken with David Holt who is the Chair of the Rowlands Castle NDP. EW comments that there are a lot of similarity with the restrictions both they and the Bramshott and Liphook NDP face, even though they are a significantly smaller parish. They currently have 5 topic areas. They were also advised by a legal representative to continue with their NDP, following comments that EHDC suggested that they wait until the new EHDC Local Plan is finalised. They are thinking of using external consultants and it will be interesting to keep in touch with them regarding their progress. They have kindly invited the Bramshott and Liphook NDP to their village fair on 7th July.

5. Update from SDNPA Hampshire Parishes Workshop on 12th June.

DE gave an updated on the workshop. It was noted that prior to the meeting DE had circulated a comprehensive report on the workshop which was much appreciated by the SG. CF stated that she will add her comments to the report in the near future.

JK commented that one interesting aspect of the workshop was learning about how the SDNPA review the tranquillity of an area and that they are very concerned with protecting the dark night sky and avoiding light pollution, including light spill. This should be taken into account if the NDP suggest any development on SDNP land, any light pollution should be mitigated.

DE commented that the SDNPA are not promoting any new roads in the SDNP, even if they are in the public interest. A Judicial Review is currently underway in Arundel regarding the route of the proposed new A27 to challenge Highways England's decision as the proposals are considered to cause significant damage to the SDNP landscapes and consider that the correct procedure has not been followed to set out all options inside and outside of the National Park to the same level of detail [<https://www.southdowns.gov.uk/south-downs-national-park-authority-calls-judicial-review-proposal-a27-arundel/>].

It was noted that the SDNPA encourage estates of all sizes to compile a vision for their particular area/piece of land as an Estate Plan. Highfield has had their Estate Plan agreed by the SDNPA. This does not mean that they will automatically be granted planning permission for any proposals set out within the Estate Plan, but it does mean that this agreed Plan will be considered during the process of any planning applications regarding land within this estate as the agreed Estate Plan confirms that the Plan is in general compliance with the SDNP Local Plan. The SDNPA presently assists and reviews these plans as a free service and it was agreed it would be interesting to know if any other local estates are putting together similar plans. Important to note that the Estate Plans only consider land within the SDNP.

DE commented that the Highfield Estate Plan notes a need to provide signage in Liphook to promote that it is a gateway in the SDNP. EW commented that gate way signs are in place, such as a board in the train station on Platform 2. JK questioned whether the retail outlets

on Station Road were aware that they were an official gateway into the park and perhaps more could be made of this area in this respect. CF stated that following the SDNP workshops, there is much that can be developed within Liphook in support of the SDNPA such as promoting tourism for the area and creating cycle paths and signed walks.

A discussion ensued as to how to manage the public's expectations with regards to what the NDP has authority to do. AK suggested that the SG will need to carefully analyse any suggested development on SDNPA land as the SDNPA have stringent criteria for what they will allow, reference to the Juridical Review of the A27, and that this review could help manage expectations and help the community understand the restrictions of the park and what can be achieved, a learning curve for the public demonstrating the legal framework that impacts our parish. EW suggested that the working parties could gather the defining topics and the legislation that affects and restricts any decisions.

The SG concluded that it needs to be clear that some things, such as the boundary of the SDNP, will need an act of Parliament to change so the NDP have to consider this when suggesting development. It was agreed that the NDP message needs to be positive, stating where the NDP can have influence but also realistic as to where it cannot. AK suggested a graphic showing the "Circle of Concern and Circle of Influence" as a baseline point as this will show clearly what the NDP can and cannot do. RM suggested the use of the interactive map on the EHDC website as this clearly shows the boundaries of all the different jurisdictions in the area. CF brought the EHDC interactive map up on screen with the various restrictions of the Parish shown. EW commented that within the area of Liphook, once you remove the SDNP land, the MOD land and other protected areas, you can see the potential areas for development is actually very small, but there is potential within the areas of restrictions to potentially encourage cycle paths, wildlife walks and further tourist attractions. DE commented that the map impacts all the WPs. JK commented that the gateway to the National Park could improve local employment. It was agreed that the WP leads should make it clear early on in their WP meetings what the NDP have a right to suggest and what they do not. The Interim FERIA report makes some useful comments on this subject.

It was noted that there should be a document detailing all the Grade I and Grade II listed properties.

Action-TW

6. Atkins Report Update

It was noted that RS had not yet had the meeting with Simon Jenkins and therefore had not seen the Atkins Report. AK questioned whether the NDP might be able to obtain the report through a FOI request but RR reported that another organisation had tried that a while ago and the request had been denied due to the report still being in draft form. AK suggested that as soon as the report has advanced beyond draft form the FOI suggestion should be pushed as the report was due to be published on 25th February, and it impacts land use decisions not just roads. EW suggested that the more time that passes the less relevant the data on the report becomes. CF suggested that a formal request for the report to be released should be sent to Simon Jenkins and EW stated that the request should state how crucial a piece of evidence the report is to the progress of the NDP. It was agreed that CF will ask RS to request the report again but no formal letter will be sent at this time. However, it

was agreed that RS should ask for the headlines of the report and that perhaps Simon Jenkins should be invited to the next meeting. **Action - CF/RS**

DE commented that along with the Atkins report, the call for sites information and methodology, and the required housing numbers are also very important pieces of information and without them the Housing WP cannot progress. It was agreed that CF will also ask RS to chase housing numbers, call for sites and methodology. **Action - CF**

7. Update on events with NDP stands

a - 9/10th June Bramshott Open Gardens – It was reported that JK had a fantastic NDP display in her porch and this had to be walked through to get into the garden. Several leaflets were taken and it was felt that it had been a good awareness raising event.

b - 10th June Liphook Charity Bike Ride – DE and RR reported that the bike ride had been a success both in terms of raising awareness and also of obtaining names for Mailchimp and potential WP members from a varied demographic. EW thanked RR, DE and RM for their efforts.

It was noted that TW has sent application forms to all interested parties but will chase up where no response has been had. **Action - TW**

CF thanked everyone for giving up their time to set up and man the stalls and asked if anyone felt that any further information was needed for the next time the NDP have a stall. DE suggested a bigger table and JK suggested that there are good sized tables available to borrow from the LMC. EW suggested that on the next flier print run, the back of the flier be printed with the NDP black and pink logo or further information to make them double sided.

8. Working Party Progress Updates

It was noted that the NDP office can be used for WP meetings. Keys can be obtained from the Parish Office, LMC or TW.

It was noted that the next 3 WP members would hopefully be approved at the PC meeting on 25th June.

Heritage and Design – RM reported that he has had preliminary discussions with his WP.

Sports and Rec – AL stated that she will hopefully have a member approved at the meeting next week and then she can begin meetings. EW has a potential WP member in mind and JK volunteered to approach him to ask if he would be interested. **Action - JK**

Housing – It was noted that DE and JK are awaiting information from EHDC before commencing meetings. CF commented that one of the approved WP members is unlikely to be able to become a full WP member, however he may still be a valuable resource for evidence and consultation advice.

Public Services – RR reported that she has met with the WP informally and they are compiling a list of people and organisations they wish to contact and also digging out information from various evidence bases. However, she asked for it to be noted that there are very few public services that can be influenced by the NDP. It was noted that Adrian Bird has a wealth of knowledge and he may be able to help other WP's too.

Access and Movement – AK reported that as this WP has no lead, as he is only the seconder, no progress has been made as yet. AK to send out a holding email. He will also email Jeremy Salmon and let him know the current situation. It was noted that AK was considering Electric Car Charging ports as an interesting avenue to pursue as it would make Liphook a destination which could benefit tourism and local businesses. RM commented that the Hungry Horse would be a good location for electric car chargers.

It was noted that the Parish Plan was a good piece of reference material for the WP members to read in advance along with Feria's Interim Report.

9. Future NDP Events and SG & WP Recruitment

JK reported that Ben Govier of Dylan's Ice Cream had kindly given permission for the NDP to have a stall at his Fun Day on Millennium Green on 24th June. JK, AL, EW, RR and possibly AK are available to help with the stall. It was agreed that they would decide their time slots amongst themselves by emailing JK. **Action JK.** The objective of the event is to raise awareness of the NDP and promote recruitment.

It was suggested that JK has bamboo canes or tent poles, a mallet and a screwdriver to be able to set up the stall.

It was suggested that the photo of the stall taken by RM at the Charity Bike Ride should be posted on Facebook and the Website by way of advertising the NDP attendance at events.

Action -TW

It was noted that WP should also take photos of their work for updates to social media and the website and as evidence of WPs in action.

EW volunteered to check if the NDP can have a stall at the Carnival Fun day on 7th July. A discussion ensued as to the value of having 2 events so close together that will probably have the same people attending. Once EW finds out if a stall can be had a decision will be made as to whether the NDP should attend the event. **Action – EW**

CF reported that 3 WP application forms had been received and these people needed to be interviewed. It was suggested that someone who has experience of interviewing should carry out the interview with someone who has not done one yet. This will mean that eventually everyone will be able to interview potential members. RR and RM volunteered to interview one prospective WP member and AL and EW volunteered to interview two. They will contact the candidates directly. **Action - RM/RR/AL/EW**

JK reminded the SG that the interviews should be informal and it may be best not to have a list of questions on the desk. She suggested the interviewers familiarise themselves with the

list of questions and fill in the form once the interview has finished. It was agreed that the candidates should be asked which WPs they are interested in rather than suggesting they join WPs that are short on members. Although this can be gently encouraged.

It was noted that there is space on the SG for 2 new members. It is hoped that one of these slots will be filled after the PC meeting on the 25th June.

10. Powerpoint Presentation

CF requested that this agenda item be moved to the next meeting and this was agreed.

11. Press Releases

It was agreed that the flier should be sent to U3A for publication in their magazine and then an article can be written for their email blast in August. CF agreed to reformat the flier to A4 and sent it to DE in PDF form for DE to send to U3A. **Action – CF/DE**

It was noted that the Bramshott Bugle deadline is 10th July and the Liphook Community Magazine deadline is 27th July. Discussion ensued as to whether the NDP have enough to report in the next publications of these magazines or whether it might be best to wait until there is more to update.

EW commented that it would be useful to know in advance if the Liphook Herald is going to publish stories or photo's of local children as during these weeks circulation will likely go up therefore whatever the NDP submit would potentially be seen by more people. Presumably the press will be at Dylan's Fun Day and therefore photos would be printed in the press the next week.

AK stated that he is in the process of drafting the press releases, one for each WP, as agreed at the last meeting.

12. Communication

AK reported that he has updated the website, checked the menus, checked the policy theme messages, added the contact page for the WP application forms, updated posts to point towards WPs, updated the revolving banners and fixed the image issues on Facebook.

AK asked for suggestions as to how to encourage more people to like the Facebook page. AL reported that posts can be shared to the Liphook Mum's page which has over 1000 members. She also commented that she has tried to post on Liphook Rants but the page administrator had declined her request as the post was not a rant. She will contact him again to see if the wording could be changed so that they may allow the NDP to post. **Action – AL**

Other suggestions were to post more on the Parish Council page and also on Liphook Nostalgia. AK asked for suggestions to be emailed to him. EW will contact Gill Sneddon to see if she will repost NDP posts on the LMC page. **Action - EW**

EW reported that there had been 2 recent Facebook threads on the Liphook Mums page. One reporting negatively on traffic in the area and one asking what shop or business people

would like to see. She noted that in both instances someone had suggested contacting the NDP. AK suggested that in these cases the NDP could post to say that if anyone has any feedback for the NDP they can find feedback forms on the website as this could provide evidence.

It was noted that TW has checked the functionality of Mailchimp and that it will be a useful tool once the NDP are ready to send a mailshot, which is in first draft format.

13. Next Meeting and Next Steps

The next meeting dates were agreed as Tuesdays 17th July, 14th August and 11th September. Both RR and RM gave apologies for the August meeting.

14. A.O.B

DE commented that he found Dropbox to be a fairly difficult application which was not very user friendly and the SG agreed. TW will try and tidy it up to make it easier to find files and set up subfolders for each WP to store their documentation in. **Action – TW**

It was noted that due to Gill Sneddon being on leave, JK had not been able to progress with the notice boards in the LMC. JK should be able to obtain the costs soon.

JK reported that in the future it may only be staff that are allowed to park at the side of the LMC. She will let the SG know when this rule comes into effect.

EW asked the SG to remember to be mindful that all emails can be subject to an FOI request.

TW was asked to download the talks from the SDNPA workshop held on 12th June. **Action TW**

The meeting closed at 9.03pm.