



BRAMSHOTT & LIPHOOK NEIGHBOURHOOD DEVELOPMENT PLAN

admin@bramshottandliphookndp.uk

A meeting of the NDP Steering Group took place at 19.35pm in the Main Hall, Liphook Millennium Centre, Midhurst Road, Liphook on Tuesday 14th May 2019.

MINUTES

Present:

Chantal Foo (VC)
Cllr Jeanette Kirby
John Raeyen
Louise Bevan
Rebecca Standish (arrived 20:25pm)
Roger Miller
Cllr Sumi Olson

Apologies:

Andy Kivell
Darren Ellis
Raine Ryland

Also In attendance: 3 members of the public
Andrew Pope (Working Party Member)

1. Welcome and Introductions

CF welcomed everyone to the meeting. It was confirmed that Cllr JK and Cllr SO have been appointed as the Bramshott & Liphook Parish Council representatives on the Steering Group for the NDP following agreement at the Parish Council meeting on 13th May 2019

2. Declaration of Interests

There were no declarations.

3. Approval of Minutes dated 02.04.19

LB request that item 3 on the normal minutes be changed from 'health and policy' to read 'health policy'. RM raised that in the exempt minutes, page 2 para.5 'decide not to not pursue' should rear 'decide not to pursue'.

Subject to these changes, the normal minutes were proposed by SO and seconded by LB – minutes accepted.

The exempt minutes were proposed by RM and seconded by SO – minutes accepted.

4. Matters arising from minutes not addressed in the agenda

Action items from the previous normal and exempt meetings on 02.04.2019 were checked, and considered all to be completed apart from:

- a. 'It was noted that Royal Mail charge £500 + VAT for a flier drop to 8000 properties. TW to check if they deliver to every address or only those that have other mail being delivered that day.' To be carried forward. **Action - Admin**
- b. Item 6b. Demographics – partially completed but further analysis required. **Action - RR/AK/CF**
- c. Confirming that presentation at Parish Council AGM has been uploaded online **Action - CF/AK/Admin**
- d. Further press releases and website information on what an NDP can and cannot do. **Action - AK/Admin**

5. EHDC & SDNPA

a. Screening option request update

CF provided an update to confirm that the request for screening regarding whether an SEA [Strategic Environmental Assessment] is required has been made to EHDC as lead planning authority. EHDC are currently carrying out the screening procedure. CF commented that she has been initially advised by EHDC that it is likely that an SEA and AA [Appropriate Assessment] under the Habitats Regulations will be required.

b. Site specific planning policies request update

CF confirmed that the requests had been submitted to EHDC and SDNPA. Requests have been chased by CF and Chris Paterson at SDNPA has confirmed that he has requested a meeting with EHDC to discuss. Progress to be monitored with liaising with EHDC. **Action - CF**

c. Next steps

There is a 5 week consultation period with the statutory bodies as part of the screening. CF to check when the consultation period will start, if not started already. **Action - CF**

6. Grants + technical funding through Locality

CF confirmed that the cost of the SEA, should one be required, could be 'funded' via Locality, if considered eligible, who appoint Aecom to provide the technical support assistance. The funding is ring fenced and not paid directly to the Parish, and is separate from the main £8,000 grant that is available.

The SEA technical support can be provided through Locality if EHDC confirm that the B&L NDP require an SEA and the NDP falls within the eligibility criteria, which we should as we are proposing to allocate land for a particular use class, and it is likely that there will be at least 1 house proposed to facilitate a site for other land uses to come forward.

If the SEA is carried out and at a later date the NDP decides to not allocate any land for any land use, then it has been confirmed that there is no charges or refunds required.

CF to check the eligibility criteria and confirm requirements.

Action - CF

7. Working Parties

a. Overview of all planning policies and support of community wellbeing

LB updated that she has been working on Health & Wellbeing and how it is and could be further expressed in each theme and through the proposed policies. Her initial thoughts are that these themes are coming through in the current draft, and we have started with a 'wide' high level consultation, and now detailed interviewing of key members of the community's organisations could further improve integration of Health & Wellbeing throughout the NDP. These organisations include the Peak Centre, Over 60's, youth club, sports clubs, schools and play groups.

LB explained that there are 3 key areas to health & wellbeing: health and equality; services education and employment; and community ownership and control. It is important that it is expressed to the community that health and wellbeing is influenced by housing, transport and the environment.

A discussion took place regarding issues of ensuring that health and wellbeing covers the whole demographic of the population not just those who have participated in NDP events. This is to include disabilities across all ages and views from voluntary groups.

It was noted that the introduction section of an NDP should include reference to demographics, statistics on existing services, social economics and current issues, profile data, key links and reference to joint strategic needs assessments etc.

Further discussion took place on how health is influenced by physicality of place, access to facilities and infrastructure, encouraging physical activity and active travel is vital, lighting on paths at night and creation of appropriate routes, and development in the right places to create social connectivity and reduce isolation improving lifestyles.

To obtain and use published research and data to support and link community's views and improvements to health. Potential need for policy on dark night skies impact, ie. types of lighting.

Action -TBC

LB to work with all WPs to coordinate the health & wellbeing content of each theme and issues and strengthen individual policies with evidence base and linking between all WPs. To meet with each WP individually.

Action - LB

b. Specific planning policies to be further developed

The NDP forms part of the Planning Policy for the future and close liaison with both EHDC and the SDNPA is essential. To be considered further at later date.

c. Next steps

WPs are to back up their visions and policies with references to published research. It is important that the various policies do not go outside the remit of the NDP, and where

community views are outside of the what an NDP can do, these views are recognised through visions and aspirations as part of the evidence base.

Current status of the WPs:

- Heritage & Design – updated, and to be re-formatted to accord with Feria’s email dated 3rd May 2019 prior to issue to Feria.
- Access & Movement – updated and re-formatted. To be issued to Feria. LB commented that this particular WP format reads well with explanations and reasonings.
- Employment – SO liaising with RR & JK to further develop.
- Community – JK has tasked WP members with working up the current information gathered.
- Public Services – Updated and to be issued to Feria.
- Sports & Recreation – JR’ s team to integrate feedback from Public Consultation, then to be issued to Feria.
- Housing – Further work needed, no progress made on strategic housing sites yet as sites not yet confirmed.

RM raised request whether Feria could check one finished draft document to provide a strong proforma to follow.

8. Communications

a. Website and social media education information

To check that NDP presentation presented at Parish Council AGM is on website –

Action – AK/CF/Admin

Check if a media piece on clarification of what an NDP can and cannot do, potential land uses and planning policies has been drafted and uploaded to website. **Action AK/Admin**

Next meeting dates are to be uploaded onto NDP website.

Action AK/Admin

b. Scope for NDP info/exhibition presentations in publicly accessible areas

SO to progress discussions for engagement with schools, and links with children with special needs and their parents.

c. Engagement of diversity of demographics

Refer to CF’s email dated 9th May 2019, appears that we are doing our best to be compliant with recommendations. Discussion took place regarding what questions should be asked and how and to which demographics. To be followed up further

Action - TBC

9. Press releases

Submission made to Community Magazine on what an NDP can and cannot do for inclusion in the summer 2019 edition.

An article appeared in the Liphook Herald on 9th May 2019.

Article to be sent to the Bramshott Bugle magazine, different to the one in the Community Magazine. Deadline around end of May.

Action – JK/AK/Admin

10. Next meeting, and next steps

The next meeting is on the 11th June 2019 in the Village Room.

11. A.O.B

RM raised that the website needed to be updated with new members. LB and SO to provide bio and photos to AK and Admin.

Action LB/SO/AK/Admin

JK raised that she has been appointed the chair of the Parish Council, and both herself and SO have been appointed as the 2 Cllrs for the NDP.

CF & JK confirmed that interviews for the new administration assistance are taking place that week.

Request for a WP proforma to be prepared and finalised for all WPs to use using Feria's advice.

Action CF/Admin

The meeting finished at 20:20 and the exempt meeting commenced.

12. Exempt Session