



# **BRAMSHOTT & LIPHOOK NEIGHBOURHOOD DEVELOPMENT PLAN**

[admin@bramshottandliphookndp.uk](mailto:admin@bramshottandliphookndp.uk)

A meeting of the NDP Steering Group took place at 7.40pm in the Main Hall, Liphook Millennium Centre, Midhurst Road, Liphook on Tuesday 2<sup>nd</sup> April 2019.

## **MINUTES**

### **Present:**

Chantal Foo (VC)  
Andy Kivell  
Louise Bevan  
Raine Ryland (arrived 8pm)  
Rebecca Standish (arrived 8.12pm)  
Roger Miller

### **Apologies:**

Darren Ellis  
Jeanette Kirby  
John Raeyen  
Sumi Olson (arrived 8:34pm during the exempt meeting)

Also In attendance:                      Tessa Wright – NDP Administrator  
   Andrew Pope (Working Party Member)  
   Christine Hill (Working Party Member)

### **1. Welcome and Introductions**

CF welcomed everyone to the meeting and introduced Louise Bevan, one of the new SG members, and noted that Sumi Olson was the other new SG member, due to arrive later.

CF reported that Jackie Poole had very sadly passed away on Monday 1st April, and those present commented that she will be very sadly missed.

### **2. Declaration of Interests**

There were no declarations. CF reported that due to the nature of her business she raised with Cllr Croucher and Cllr Garnett at the last Liaison Working Party whether she needed to declare non personal interests, and that both Cllr Croucher and Cllr Garnett confirmed at the LWP meeting that she should where appropriate declare interests regarding general areas of

the Parish when it is relevant to a specific discussion in a meeting, without the need to confirm exact locations of sites or clients due to confidentiality requirements.

### **3. Approval of Minutes dated 12.03.19**

The normal minutes were proposed by AK and seconded by RM.

The exempt minutes were proposed by RM and seconded by AK, on the basis that the section relating to Louise Bevan is amended to state that she has experience in "health policy". The word "planning" should be removed. **Action - TW**

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

It was confirmed that the £1,000 grant from EHDC has been received and allocated to the NDP budget.

It was noted that using the sign-in sheets approximately 3-4% of the voting population of Bramshott and Liphook had attended the public exhibition.

It was requested that the analysis of the exhibition feedback be moved from the general evidence file and put in the specific Public Consultation Event file. **Action – TW**

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. **Action – TW**

It was noted that the NDP have not yet made enquiries to see if NDP info/exhibition presentations could be placed in public areas such as doctors' surgeries, local shops. Action to be further discussed.

It was noted that the NDP's response to EHDC's Regulation 18 Consultation was on the website but had not been publicised on Facebook. It has been seen by various developers and prompted an email and letter from Avon Planning which CF has replied to.

### **5. Annual Parish Meeting**

It was noted that CF had given an NDP presentation at the APM, however, rather disappointingly there were only 8 members of the public in attendance. CF gave a brief overview of the presentation, highlighting the most commented on aspects in the NDP's public exhibition feedback. TW will upload the presentation to the website. **Action – TW**

CF clarified for the benefit of the new SG members that the exhibition had allowed the NDP to gather evidence to enable them to respond to EHDC's Draft Local Plan consultation. However, the main aim of the public exhibition had been to showcase the policies and obtain the community's opinion and feedback. It was noted that there will need to be further evidence gathered and research undertaken before any policies are finalised.

### **6. Communications**

a) It was noted that a Parish Cllr at the APM was under the impression that the NDP would be raising funding for the physical implementation of some of the proposed policies. It was decided that an education piece to clarify what the NDP can and cannot do was needed. It was agreed that the presentation slide which states what an NDP can and cannot do should be amended to go onto the website. There could also be a FAQ section. The information should also be made into a series of press releases. It should be reiterated that an NDP focusses on land use policies and allocation of land. LB commented that it should also be made clear how potential land uses and planning policies will physically impact the living environment of the Parish for the benefit of the community. **Action - AK/TW**

b) LB commented that her main focus is on the health and wellbeing of the Parish and its people and how proposed policies might affect this. AK suggested that LB think of a way to use health and wellbeing as a way to engage people in the work of the NDP who may not usually take an interest.

A discussion ensued as to how best to analyse which demographics are engaging with the NDP and which are not, and how to establish if the right proportions have been reached. RR, CF and AK will discuss this further offline, including data protection issues regarding the data gathered. **Action – RR/CF/AK**

It was agreed that if any SG or WP member has an idea as to how to target a specific missing demographic group, they should email the SG.

## 7. **Press Releases - Community Magazine**

It was noted that the deadline for the Community Magazine is 26<sup>th</sup> April 2019. RM will ask the editor to reserve a full page for the NDP to allow diagrams to be included. **Action – RM**

It was agreed that the Magazine press release should be a mix of feedback analysis from the public exhibition, along with an education piece on what an NDP can and can't do. It should be of approx. 500 words, less if adding in a diagram. TW and AK have started to draft and will continue. **Action TW/AK**

## 8. **Next meeting and next steps**

It was noted that the next meeting will be held on 14<sup>th</sup> May. RR gave apologies for the July meeting. TW will organise the meeting dates for the latter part of the year for the 2<sup>nd</sup> Tuesday of the month. **Action - TW**

## 9. **A.O.B**

RM commented that a standardised format for policy statements would be of use to allow for finalisation of some policies, and to give the SG and WP a 'hymn' sheet to follow. This will be discussed further with Feria Urbanism.

The meeting finished at 8.20pm.

## 10. **Exempt Session**