



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 9th October 2018.

MINUTES

Present:

Chantal Foo (VC)
Andrew Kivell
Jackie Poole
Jeanette Kirby
John Raeyen
Raine Ryland
Roger Miller

Apologies:

Darren Ellis
Anna Leslie
Rebecca Standish

Also In attendance: Tessa Wright – NDP Administrator

1. Welcome and Introduction

The meeting started at 19:30.

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 11th September 2018

JR proposed the minutes be approved and this was seconded by JP. It was agreed the minutes can now be uploaded to the NDP website.

Action - TW

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

JR raised query regarding amount of EHDC contributions available to the Parish and the deadline date for expenditure. JK clarified a note from the previous minutes. CIL money can be used for anything that benefits the community, including maintenance projects as well as capital projects. CIL funds can be applied for through the Parish Council who in turn apply to EHDC. S106 money can only be spent on "open spaces". JR reported that he has requested via the freedom of information act the amount of CIL money available and when it has to be utilised by.

5. EHDC Workshop – Monday 15th October 2018

It was noted that EHDC are holding a workshop on 15th October to discuss the results from their Call for Sites for their Land Availability Assessment works relevant to the Parish. It was agreed that CF, RR, JK and DE will attend. TW will confirm attendance with EHDC.

Action – TW

It was agreed that an informal de-brief will be held on Wednesday 17th October so that those who attend can share the information with the rest of the SG and WP. TW to seek permission from EHDC to also share the information verbally with the Working Parties.

Action - TW

6. Timeframe for NDP and Feria Urbanism

A&B) CF referred to the recent email from Feria that advised the NDP to produce the Regulation 14 draft when the policies are as comprehensive as they can be. There should then be 3-6 months between Regulation 14 and Regulation 16 submissions. Feria suggested it would likely be 12 months between Regulation 16 and the Referendum. It was noted that Feria do not believe the NDP should tie their timeframe for submissions to the EHDC Local Plan Review timeframe but should release information when it is ready. However, if the EHDC plan is completed after the NDP, the EHDC plan would supersede the NDP. AK suggested that the NDP try to ensure their plan is not too out of line with EHDC's timeframe as they go along to prevent this from happening. Any potentially controversial ideas should be flagged up with EHDC so that advice can be obtained.

It was noted that 2 public engagement events are required before the Regulation 14 draft is released. CF also informed that Feria commented that the NDP use the public engagement events to gather evidence on the community's preference on whether to allocate housing or not in the NDP. It was agreed that an exhibition will be arranged for late January 2019 which will coincide with EHDC's draft Local Plan consultation. To prepare for this event, the draft policies will be showcased to the Steering Group at the December meeting. It was agreed that as engagement time at exhibitions can be short, the SG need to find a way to educate those attending quickly and effectively. It was suggested a second event may help in late March 2019. The drafted Gantt diagram will be amended to show the timeframes.

A map of the Parish with the boundary overlays has been provided by EHDC. It was noted that the actual land available to develop within the Parish was generally much less than the public perceive it to be. It was suggested another overlay be added to show the 400m and 500m buffer zones adjacent to the borders to give a more accurate representation of the sites available for development and a clear image based education map. **Action - TW**

CF summarised an email received from DE which suggested that the NDP try to utilise the land allocation results as suggested by EHDC and then suggest amendments with regards to situation, number and density where required. The NDP can then do their own research to back up EHDC's findings (or not) if appropriate. There was some discussion as to whether to remove housing from the NDP entirely but it was thought that as housing was a topic very important to the community that this would not be a viable option.

AK commented on when to expect the housing number allocation, to be queried at EHDC workshop, and the pragmatic benefits of using EHDCs information on land uses. AK commented that land use for sports, recreation and industry needs more attention. RM commented that it would be interesting to know other Parish's allocations and it is the NDP's responsibility to comment on land uses proposed and provide vital input.

JP commented that it is not just land for housing that is key to the NDP. The SG should look at freeing up land for leisure and sport. This can only come from making agreements with large developers. JR commented that the land owners may not give much land for recreational land, and an Alice Holt style recreation facility would be fantastic, subject to specific site ownerships.

Comments were discussed on potential to move fast for allocation of recreational facilities potentially within the SDNP areas, and thinking outside of the box for areas of usable land such as army land and access and how to ensure opportunities are not missed, which some appear to consider to be the case with other developments in the Parish. JK commented that the LMC has much more potential to give to the community.

It was agreed that further discussion as to the NDP's position regarding housing will have to wait until after the EHDC LAA's workshop on Monday.

The SG agreed that at the 4th December meeting that an informal draft of all policies is to be presented to the group to allow feedback, with information emailed in advance. Working Parties to be present at this workshop.

7. Working Parties Progress Updates

Access and Movement – AK reported that he had struggled to find a suitable date for the WP to meet. He may suggest that if the meeting is held on 17th October to discuss LAA's, he meet with the WP afterwards.

Heritage and Design – RM reported that they are in the process of drafting the policies and may be ready to circulate for comments in the next 4 weeks.

Community – JK reported that work had commenced and an audit of all the shops/services/commercial premises had been produced and was being analysed. Maps had been produced showing available parking and the different commercial areas in the Parish. It was noted that these would need to be re-produced digitally so that they could provide part of the evidence base. JK commented that there are also several home-based businesses in the area which provide even more services than the initial audit suggests. AK suggested that the WP take this information and look at future work trends to see what services may be missing. JK agreed to circulate the collated information to the other WP's who may find it useful. **Action – JK**

AK commented on shared working areas and facilities for young and old, and noted that there is development underway in Bleachers Yard and JK will investigate what units are being put in there. **Action – JK**

Sports and Recreation – JR reported that there is a cross over between this WP and Public Services. It was noted that the Federation of Liphook Infants and Juniors are keen to be involved in auditing their facilities and Bohunt have helpfully responded to the initial enquiries sent to them. It was noted that the Cricket Club are happy with their current pitch. The Tennis club has been contacted. The Bowling club will be contacted shortly. The River Wey Trust are interested in being involved. The Football Club are interested in helping to provide facilities that would benefit the whole community. RR commented that the schools were included in the audit/materials in the Parish Plan.

It was noted that S&R are looking to audit all footpaths and cycle paths to see how well they are signed and whether they provide sufficient access to current facilities, and how they intersect with the community. When this has been done it will be circulated as this information will also be of use to the other WP's, in particular A&M.

Public Services – RR reported that the WP have begun drafting the policies, using Feria's suggestions as a base point. RR reported that it can be difficult to find evidence to prove that there are/aren't issues around various points. For example, there is no NHS Dentist in Liphook but it is difficult to prove whether this is a real issue for local residents. (note, only the NHS can commission a new NHS Dentist). CF reminded the SG that they can hold their own public engagement events to try and gauge public opinion if they feel it necessary.

Comments raised on addressing services in the NDP. TW raised information obtained from EHDC on electric car charging points. Discussion was had on benefits, potential to use lampposts as charging points, how this relates to various WPs including H&D and Housing.

8. Carnival – NDP Promotion

It was agreed that a float at the Carnival would not be the best way to promote the NDP. Also, it would not be the best time to produce posters for the Parish as the Carnival is held at night so despite the high footfall in the village centre, they would not be seen. It was decided that a press release be written and the SG will ask the announcer to let those gathered know that the NDP will be holding a public exhibition in early 2019. RR will contact EW to see if this may be possible. TW will write the suggested text. **Action – TW & RR**

9. Public Engagement Event

It was noted that this was agreed under item 6. CF reiterated that WP's are free to hold their own public engagement events if they feel it necessary.

10. NDP Access

The Steering Group members were advised how they can access the NDP Office for Working Party meetings. They were reminded to let TW know if they intend to use the room.

11. GDPR Update

It was noted that confidential files have now been moved off the shared Dropbox onto OneDrive. The Parish Office is still looking into which permanent secure filing option will be best.

12. Press Releases

It was noted that TW will produce a press release detailing the upcoming public engagement event.

Action - TW

AK asked if RM will be ready with a H&D press release in the next few weeks and it was agreed that when the draft is ready we publish it on the website and direct people towards it using social media.

RM reminded that the Community magazine deadline was coming up, discussed to issue an article including stating there is a public engagement event in early 2019, with the aim for this event to follow on the feedback on EHDC's draft Local Plan consultation and Land Use allocation results.

13. Next meeting, and next steps

It was noted that the next meeting will be held on 6th November. AK may need to send apologies.

14. A.O.B

RM reported that Hampshire County Council have been removing general posters that have been placed on street furniture that they own. He reminded the SG that permission must be sought for any posters that are put up. He suggested that the best place for posters may be in shop windows.

JK reported that the Parish Council has one new Councillor and there are still two more spaces to be filled. No election was required.

CF reported that the final draft of the NDP will be collated and formatted by Feria.

It was noted that the SDNP are holding a workshop on 19th November. The Deputy Executive Clerk was trying to secure 2 spaces for NDP members. The NDP asked if this number could be increased to 4. TW will ask.

Action – TW

The meeting finished at 9pm.

15. Exempt Session – Working Party applications.