



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 November 2018.

MINUTES

Present:

Chantal Foo (VC)
Jackie Poole
Jeanette Kirby
John Raeyen
Raine Ryland
Roger Miller
Rebecca Standish

Apologies:

Andy Kivell
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.'*

RS stated that due to an imminent code of conduct hearing that related to her involvement with the NDP, she would not be staying for the remainder of the meeting. She felt it prudent to step back from the NDP until the matter had been resolved in its entirety which

should be by the middle of next week. Once the matter has been resolved RS will reassess her position within the NDP accordingly. In the meantime, she stated that she is still available to give any assistance she can to the Steering Group in her position as District Councillor. RS wished for it to be noted that she has never had a pecuniary interest in anything other than what is declared in her DOI. RS left the meeting at 7.45pm.

It was noted that Anna Leslie has resigned from the NDP Steering Group due to health reasons. CF read out an email from Anna and the SG all agreed that it is a sad loss to the NDP and they wished to thank Anna for all her hard work. JR agreed to take over as sole lead of the S&R WP.

3. Approval of the Minutes from the meeting dated 11th September 2018

JK reported a typo on page 4 which needed to be amended. On the basis of this being amended the minutes were proposed by RM and seconded by JP. The exempt minutes were proposed by RR and seconded by JR. The normal minutes can now be uploaded to the website.

Action - TW

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

It was suggested that due to the SG being down to 9 members when it should have 10-12, the TOR which dictates that all members must live within the Parish should be amended to encompass a 3-mile circumference around the Parish boundary. This is in line with what is allowed for Parish Councillors and it would mean that people who live just outside the boundary but use Liphook for services would be able to join the SG. It was agreed that JK will ask for this to be added to the next Council agenda.

Action – JK

5. Liaison Working Party Report & Update from the Parish Council Meeting

CF was pleased to report that both Eve De Gruchy and Emma Winfield had been approved as Working Party members and the LWP members commented on the enthusiasm and qualities of the applicants.

JK reported that Cllr Garnett had said that she was pleased with the clarity and detail of the NDP minutes that had been submitted to the Council meeting.

6. Incoming reports and workshop summaries

CF gave a brief update that 4 SG members attended the EHDC workshop on 15th October 2018, where EHDC gave an update on their Local Plan progress and a workshop occurred to discuss the sites submitted as part of EHDC's call for sites, including the submitted proposals/use classes and the pros and cons of each site.

CF reported that EHDC are making progress on site allocations and housing numbers and reminded the SG that they must be ready with the evidence for the draft NDP policies in case EHDC's findings at their draft Local Plan consultation need to be disputed in light of the evidence gathered.

The details of this workshop remain confidential at present as specifically requested by EHDC.

JK commented that she had walked around some of the sites that had been submitted to the EHDC for the Land Allocation Assessment and she gave her opinions to the SG. RR wished for it to be noted that should any development in Liphook potentially result in the increase of traffic along the Haslemere Road, she would have to declare an interest.

JK expressed disappointment that previous development in the area has generated very little CIL or Developers contributions and she hopes this will change going forward so that the Parish gets something back as a result of any development.

JR reported that he had made a FOI request to EHDC for details of the Developers Contributions received and spent since 2010 and the findings were as follows, noting that not all of the queries raised in the FOI had been addressed:

- The total amount of the Developers Contributions was not provided.
- £135k has been used for sports and recreation
- £12k for footpaths
- £65k has been used for Environmental improvements
- £172k has been spent on highways and transport
- £2.6m has been spent on affordable housing
- A total of approximately £3million of contributions reinvested in the Parish since 2010.

A discussion ensued as to how that amount could be spent on affordable housing and JK explained that when developers build affordable housing, it has to be purchased off them by the Council at a discounted rate. Affordable housing constructed also incurs no CIL contributions. CF calculated that £2.6m covers the cost of approx. 43 units at £60k/unit, likely less units received due to the costs of purchase of units. It was noted that RR will find out how much the Developers contributions were for Lowsley Farm. **Action - RR**

JR commented that although people in the community tend to resist the larger development sites, it is through these sites that the local facilities and infrastructure can be improved. The issue at present is that developers' contributions do not seem to be being spent in the Parish, despite the infrastructure needing updating. RR commented that developer contributions had been received by Hampshire for education, however not spent in the Parish.

RM asked for confirmation on amount of CIL contributions received if an NDP is in place, JK confirmed that 25% of contributions are received by the Parish. JK commented that bigger sites can bring in other facilities as part of the development such as Lowsley Farm providing allotments, but these aren't necessarily the best quality or preferred facilities.

RM was thanked for his summary on the highways report received from a developer on a potential Western Relief Road. It was commented that the report was similar to the developer's presentation at the Design Forum. It was suggested that this be sent to Cllr Floss Mitchell. RR asked if she could also send it to Paul Arnold (WP member) as it would be a useful document to read alongside the Atkins Report which he has been tasked with reviewing and critiquing. Once Paul Arnold has reported back his findings a decision will need to be made as to whether there would be a benefit to organising a second independent traffic survey, as reports from developers are likely skewed. JR suggested that John Tuff, an ex-Cllr who was a

transport consultant, be contacted to see if he is willing to help. RR will find out a ballpark cost for a further traffic survey. Members of the SG volunteered to help with the survey if this would lower costs. There could potentially be grant funding available for this. CF will ask Feria if they have any recommendations for any companies that carry out independent traffic surveys.

Action - RR and CF

7. Working Parties Progress Updates

Sports and Recreation – JR confirmed that he is happy to continue to lead this working party and he is in the process of arranging the next meeting.

Heritage and Design – RM reported that they held a meeting last week and that by their next meeting later in November he hopes to be preparing a draft document which will be ready for review by mid-December.

CF suggested that the WPs look at other completed NDPs for tips on how best to present the policies and level of detail required. CF reiterated a minute from the last meeting which requested that where possible draft policies be available to view by the December meeting. These do not have to be full documents but to have enough to enable the SG to discuss progress. Feria will format the final document so at this point content is more important than presentation.

Community – JK updated that another meeting has been organised for later in Nov to suit WP member schedules, and progress is being made on assessment of the facilities within the Parish.

Housing – JK noted that the Housing WP need the method statement for the Land Allocation Assessment from EHDC. CF and JK will both chase this information. Discussed that SDNP would have used their own method statement for analysis of sites for Petersfield NDP, JK to request this information.

Action – CF & JK

Public Services – RR reported that work on this WP was underway and that current focus is on education, health, clean air, water and sewerage. It was noted that service providers were 'weary' when requested to provide information. It was agreed that RR could compile a list of questions to ask attendees at the public exhibition and other dates which would help with the evidence base. RR is to file an FOI to Hampshire Highways on defects/complaints on services and sewerage.

Useful locations at which to stand and try to engage with the public outside of events to try and obtain opinion were suggested and included nurseries, U3A, The Peak Centre, Community Groups, Sainsburys, Railway Station, Scouts and Beavers. JK reported that the budget for an NDP noticeboard at the LMC was still under review.

Employment – RR commented that she will need to meet with RS regarding the Employment WP. RS may have ideas as to how best to contact local businesses. A meeting is booked for this week, noting that there are not many WP members appointed to this WP.

Access and Movement – RR said that the WP were focussed on the circulation of goods and people around the Parish and wish to liaise with local businesses regarding how their goods and employees move through the Parish. RR will need to liaise closely with RM regarding H&D to ensure work isn't duplicated. RM agreed to brief Paul Arnold and Jeremy Salmon on H&D's evidence base gathered and draft policies. **Action RR & RM.**

RR commented that she has requested a breakdown from the schools on numbers of pupils who walk to school compared to being driven.

It was noted that S&R/A&M and H&D all require a map of the footpaths and cycle paths in the village. Mary Braitch may have started work on this and it was agreed that it would be good for one person to do the initial work and another person to check it, but that this information should then be shared with all the WP's. RR will contact Mary Braitch about both this and also about potential and existing accesses to the SDNP. **Action – RR**

CF will send RR the land registry shots to show which land is under private ownership and what may be used for access to the SDNP. TW will check if EHDC can obtain free land registry title and plans. **Action – CF/TW**

It was noted that Eve De Gruchy would like to attend the SDNPA meeting on 19th November. TW has already asked permission and will report back once a decision has been made. **Action - TW**

8. Public Engagement Event 2019

It was noted that the Gantt diagram showing the timeframes for the NDP and EHDC's Local Plan should be amended and circulated to all. **Action – TW**

It was unanimously agreed by the 6 SG members that there should be a public exhibition held in early spring and the event should be held at the LMC. The dates and draft times of the event will be as follows;

Friday 15th February – 10am – 4.30pm
Saturday 16th February – 9.30am – 2pm.

These dates and times have been chosen to align with EHDC's draft Local Plan consultation period, and to allow attendance of schools, parents prior and post school drop off/pick up, and those who work outside of the Parish to visit on the Saturday.

This will be a drop-in event where presentations will be given throughout the day and there will be tables where each WP can display their policies. Light refreshments of tea, coffee and biscuits will be served. TW will book the main hall at the LMC. **Action - TW**

9. Press Releases

AOB. This agenda item will be discussed at the next meeting.

10. Communications

AOB. This agenda item will be discussed at the next meeting.

11. Next meeting and next steps

The next meeting will be held on 4th December. CF requested that the draft policies be circulated a week in advance of this meeting to give the SG members a chance to fully review the information.

12. A.O.B

There were no A.O.B items to discuss.

The meeting ended at 21.15