



BRAMSHOTT & LIPHOOK NEIGHBOURHOOD DEVELOPMENT PLAN

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A meeting of the NDP Steering Group took place at 19.30pm in the Canada Room, Liphook Millennium Centre, Midhurst Road, Liphook on Tuesday 11th February 2020.

MINUTES

Present:

Louise Bevan
Darren Ellis
Chantal Foo (VC)
Parish Cllr Jeanette Kirby
Roger Miller
Parish Cllr Sumi Olson

Apologies: Raine Ryland

Also in attendance:

David Brocklebank	(Working Party) (Public)
Parish Cllr Don Jerrard	
Eliza Margrove	NDP Administrator
District Cllr Bill Mouland	
Colin Osbourne	(Working Party) (Public)
Gabrielle Pike	(Liphook Herald) (public)
Andrew Pope	(Working Party) (Public)
Parish Cllr Eddie Trotter	

1. Welcome and Introduction

CF welcomed all 19.32pm, CF welcomed EM to the NDP as new administrator.

2. Declaration of interests

None.

3. Minutes of last meeting

The normal minutes of the meeting on 14th January 2020 were proposed by RM and seconded by SO – minutes unanimously accepted – 6/6.

4. Exempt minutes of last meeting

Exempt minutes from the meeting dated 14th January 2020 were proposed by LB, seconded by DE – minutes unanimously accepted – 6/6.

5. Matters arising from minutes not addressed in the agenda

CF asked any matters to raise. CF noted that LB had begun to meet with NDP working party groups, and had been working on the structure of the final NDP policy report. SO noted that the community group is looking at it already. A follow up meeting with the community group is arranged. CF noted the template would make the policies clearer, and will be formally issued again. SO noted they are using the community working party document as a starting point for the template. CF clarified that the report will contain the aims for the community, history and policies (and what the policies' aims are), and the evidence base for proposing that policy. CF and LB to finalise and will then send it out for all to view. LB does not have copies of some chapters. CF recommended LB strip out bits that are not needed, to make clearer.

Action - LB to meet with RM to go through his section of the document. LB to email CF about missing chapters, and to make revisions before sending out.

6. Update from AECOM

General update from AECOM planners regarding site options assessment report, in draft only to give comments. Comments to be returned by 24th February 2020. AECOM will then take comments into account for another draft. CF noted that site options assessment report to be discussed and response decided upon by steering group in exempt meeting as unsuitable for discussion in public domain as it is a draft. SEA and HRA started by AECOM but need to wait for the proposed sites that the NDP want to put forward.

Action – Steering group to return comments to AECOM.

7. NDP website updates

EM is working on the website, making agendas and minutes easier to find. Information was there but harder to find than it could be. Steering group needs to be updated, DE recommended adding in former steering group members, to reflect the work they have put into the NDP.

Action – EM to update on the website.

8. Recruitment to NDP steering group

CF noted there is an aim to recruit more SG members, possibly by use of NDP noticeboard and via word of mouth, with an emphasis on interest and keenness. DE noted there are lots of local groups, listed in the local community magazine and that they might be asked to discuss at their own meetings if they have anyone who might be interested in joining the NDP. SG discussed scope to send a mailshot to the local groups whose details are in the Community magazine. SG noted U3A having their open day meeting in the Millennium Centre soon, so they might have someone from the NDP present to them.

Action – SG to promote recruitment to NDP.

9. Next meeting, and next steps

Next meeting is on March 10th 2020. LB will issue the reminder of structure, and will highlight sections which may be removed before being issued. SG will provide comments to AECOM on the draft site options assessment report. CF will get back in touch with FERIA Urbanism regarding further assistance now that the AECOM report is available to the SG.

10. AOB

RM has problems getting onto Dropbox and will investigate this further as an individual access issue.

EM could collate the important press release dates, in order to remind CF and these can be added into the diary. Bugle due at the end of this month. LB noted that she spent most of the day at East Hants Climate Strategy Workshop with the council climate champion Ginny Boxall. They have a draft strategy taking views of community. Next steps to involve neighbourhoods for strategy etc. Passionate discussion with lots of ideas. SO noted they pressed her on deliverables, funding pots are going to be available to support the work being done.

Action – RM to investigate Dropbox, EM to set out press release deadlines for the year, and add into agendas as reminders.

11. Exempt Session

In accordance with the provisions of Section 1(2) of the Public Bodies (admission to Meetings) Act 1960 the press and public to be excluded from the meeting by reason of the confidential nature of the business to be transacted:

To discuss draft AECOM's Site Assessment Report.

Exclusion of members of the public and press, proposed by CF and seconded by SO. All agreed. DJ raised point that as the report was produced for the Parish Council and has been circulated to all councillors, they should be allowed to stay in the meeting, and working party should also be allowed to remain. SO noted it is right that all present in the exempted meeting abide by confidentiality code. CF welcomed the working party members to stay. DJ raised issue of whether BM was welcome to stay as a District Councillor (as there could be a conflict of interest). JK noted it might be a conflict of interest as BM was not on the current SG. CF noted all working party members were welcome to stay but were bound by the same confidentiality parameters.

The meeting finished at 7.55pm.

Signed:

Date:

Print:
Chair