



Bramshott & Liphook Neighbourhood Development
Plan Steering Group
admin@bramshottandliphookndp.uk

Minutes of the NDP Meeting held remotely on Tuesday 9th February 2021, 7.30 pm

Present:

Chantal Foo (vice-chair) - Chairman
Cllr Jeanette Kirby (Parish Council)
Cllr Sumi Olsen

Also in attendance:

Cllr Eddie Trotter (Parish Council)
Cllr Don Jerrard (Parish Council)
Liza Smith (NDP administrator)
2 members of the public

Apologies:

Raine Ryland
Louise Bevan

1. Chairman's Announcements

The Chairman apologised for the delayed start to the meeting due to technical difficulties and welcomed everyone. The meeting started at 19:51, after the new Zoom meeting details were issued.

CF also welcomed Dennis Roberts who has expressed an interest in joining the Steering Group.

2. Apologies for absence

Apologies from RR and LB.

3. Declarations of Interest

There were none declared.

4. Approval of normal minutes from meeting dated 12th January 2021

The minutes of the meeting held on 12th January 2021 were proposed by JK and seconded by SO, with all in favour, 3/3. LS to send to Council.

Action: LS



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5. Matters Arising from the minutes not addressed in the agenda

JK stated that an article regarding recruitment of new members had been submitted to the parish's Community Magazine.

6. Public participation session

No questions.

7. Update on Locality packages

a. Housing Needs Assessment

CF stated that this is in progress, that a party of representatives from the NDP discussed the requirements with Tony Sloane from AECOM, and Tony is proposing to issue the first draft of the report in early March. The assessment is considering different types of housing needs including shared housing, and flexible specialist and 'life-time' homes.

b. Strategic Environmental Assessment

CF confirmed AECOM have received the response from Natural England who agreed with the scope of the SEA. AECOM reported that it is very unlikely that the Environment Agency will respond at present. The statutory consultation is due to end on Friday 12th February.

c. Site Assessment Technical package

Approved by Locality, and is in progress with AECOM to add as an addendum to their existing Site Assessment and Options report.

d. Other packages

CF requested that JK supply the latest Communities' policy information as soon as possible in order to get the documentation to AECOM for the Evidence Base and Policy Development technical package that has been approved. **Action: JK**

8. Advertisements for new SG members

There has been substantial progress in advertising the NDP and recruiting new members. An advert has been placed on the NDP website and posters distributed on notice boards throughout the village. SO, suggested approaching Sainsburys as the store had a community noticeboard and the wine merchants and bakery in the village. Dennis offered to help distribute to local shops. It was agreed that DR will cover the centre of the village and JK will distribute to Station Road. CF to print and laminate posters and provide to DS and JK.

Michael Croucher joined the meeting at 7.58 pm.



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Action: DS/CF/JK

9. Update on website

LS confirmed that the FAQs section has been updated, an advert for new steering group members placed on the home page, and the NDP parish reports uploaded to the archives section. CF thanked LS for making the website look attractive and the FAQs easy to find and read.

CF asked those present for suggestions for more content for the website and requested that the previous update to the AECOM report should be uploaded to replace the original report. CF suggested that the timeframe diagram used at the last presentation could be updated and uploaded to the website as a useful visual.

SO agreed to send photograph to LS for uploading to website to accompany her biography.

Action: SO

10. Update on Site Assessment Matrix progress

The Working Party has been busy working on the assessment matrix, based upon factual research and local 'on the ground' knowledge, and it is now being edited to make it easier to read, improve the terminology, and for cohesiveness. JK stated that no sites have been prioritised but the raw data has been added to the matrix. First draft will be ready in a few weeks in order to allow the next stage of assessment. This next stage requires the HNA report from AECOM for further factual input to guide the assessment.

11. Next meeting, and next steps

CF apologised for the technical issues and proposed that, in the event of a similar technical malfunction with Zoom, a formalised communication via the website and email be sent to all known interested members of the public, Councillors and steering group members to inform them of the new meeting details.

The date of the next meeting was confirmed as Tuesday 9th March 2021 at 7.30 pm.

The meeting closed at 20:19