



# Bramshott & Liphook Neighbourhood Development Plan Steering Group

**THESE ARE DRAFT MINUTES AND ARE SUBJECT TO APPROVAL AT  
THE NEXT MEETING**

**A MEETING OF THE BRAMSHOTT & LIPHOOK NEIGHBOURHOOD  
DEVELOPMENT PLAN STEERING GROUP WAS HELD AT THE LIPHOOK  
MILLENNIUM CENTRE ON TUESDAY 11<sup>th</sup> OCTOBER 2022 AT 7.30 PM**

## **MINUTES**

### **PRESENT:**

Louise Bevan (LB) – Chair  
Chantal Foo (CF) – Vice Chair  
Cllr Jeanette Kirby (JK)  
David Sawyer (DS)  
Andrew Thornhill (AT) (part)

Members of the public were present.

### **1. NEW CHAIR**

JK welcomed LB as Chair of the steering group.

### **2. CHAIR WELCOME & INTRODUCTION**

LB, thanked KW for his work as Chair. He engaged with residents and put the Bramshott and Liphook NDP back on the agenda. Huge loss to the SG. LB stepped up to maintain the momentum.

A huge amount of work has already been done and we are nearly there. Now it is time to pull the work together using a pragmatic approach to finish the plan.

The initial focus is on a public consultation in the spring. We need to shape the content of the plan and present it in an acceptable format for residents to see the processes that have been used, that they have been heard and we are ready to make decisions.

Phones off, pointed out fire exits. CF taking the meeting minutes – not being recorded audibly this meeting - typed

### **3. APOLOGIES FOR ABSENCE**

Apologies – Alan Lindsell, Dennis Smith

### **4. DECLARATIONS OF INTEREST**

Declarations of interest read out – LB checked – none

### **5. MINUTES OF THE LAST MEETING**



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Minutes of the meeting held on 12th July 2022  
JK – DW, - 4/4 in favour

**6. MATTERS ARISING**  
None

**7. PUBLIC PARTICIPATION SESSION**  
Moved to the end of the session

**8. POLICIES**  
LB had a meeting with Alison Eardley (planning consultant) yesterday. A draft framework for the plan based on the policy themes and the Aecom's review of the policies has previously been completed. Alison is now going to add more content.

**Action** for Alison to visit in mid - November for a workshop activity with the steering group to ensure all the relevant information has been received and included appropriately in the framework to shape up the content.

We will look at the vision, the recurring themes that are running through all the policies, that can be strategic policy (overarching objectives) as well as placing more detailed policies in the right place in the framework.

It is the public views that have shaped these key themes and policies that form the plan content. Positive and good progress is being made.

**9. SITES**

**a.(i) Impact assessment of sites**

The steering group are doing summary assessments of the potential sites. The NDP report to PC meeting in July was that the SG will do an activity to consolidate the site assessment work. This would include an impact assessment of each site.

An impact assessment framework has been produced. It will identify

- the policy outcomes and key benefits that the site may produce,
- the policies that the site may not deliver and other cons including what residents said are the key issues with the site.

The aim is to pull together all the issues and comments that have been raised in past presentations so pros and cons and risks of the sites are explicit and clear. This is to be done first for each of the sites.

**(ii) Impact assessment of allocation**

Next is a step back to assess impact of allocation, of one site, or all the sites, or combinations. to note: the basic content of an NDP are the policies. An NDP is a robust effective plan on its own with only policies. There a choice to allocate sites if preferred.



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This process should make it clear which sites are more suitable & favourable to be put forward to the Parish. Aim to tell a story of how the sites have been looked at, assessed and present for residents to see. The impact assessment process was issued and will be issued with the minutes

**Action** LB requested volunteers for a working party. It will take at least 1 session, a couple of hours for each site. Looking for a date over the next few weeks. Yes from JK, LB and CF + AT (LB nominated AT in his absence). Dates to be agreed separately.

At next meeting we should be able to give some feedback on the process.

### **b. SDNP Call for Sites:**

The SG responded to the Call for Sites, as did the PC. The SG wanted to raise attention to the area of land west of Liphook. Advised by EHDC and SDNP that that this area does not meet exceptional circumstances required for development. NDP wanted to make them aware of the benefits that would help the sustainability of Liphook. For example the centrality to Liphook could help with access and overcome some of the concerns raised to do with traffic, as well as supporting the principles of HCC new transport strategy.

The SG wanted to make them aware that B&L are interested in the area and would like to discuss this with them further if requirements for exceptional circumstances were to change. To be issued out with the minutes.

AT – arrival – 19:46

Action is that the SDNP will be included in the story when it comes to public consultation, potentially cannot bring developments in that area forward but will show it is included in assessments as far as can be done.

## **10. COMMUNICATIONS & EVENTS**

Our Future Environment Event took place on 21st September: Good event with 20 people attending, useful and positive conversations. The purpose of the event was to update the NDP policies regarding climate and environment in response to the climate emergency and targets to achieve net zero. County councils and district councils are talking about climate change and developing strategies. HCC transport policies are being update. The event was to consider how we can address this through the NDP.

Looked at what works and had workshops on

1. Green space and biodiversity
2. Housing and neighbourhood design
3. Community energy
4. Access and movement

Experts from Energise South Downs (ESD), Petersfield Climate Action Network (PECAN), Transport planning from HCC team attended to help run and support the workshops.



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### Workshop 1

JK updated on the Green Spaces and Biodiversity Workshop. There was a lot of support for improving biodiversity and how it could be brought in through new design and developments. A lot of ideas and that would work. Surprisingly people did not know where all the green spaces are and which are public spaces for sports and recreations in this parish. People are often using the green spaces outside the parish. Important that the NDP identifies the green spaces to protect them for the future.

LB answered to a question from a member of the public that Our Future Environment event was organised by the NDP steering group.

### Workshop 2

AT updated on the Housing and Neighbourhood Design Workshop run with Patricia Exley (Retrofit programme manager – PECAN). The workshop looked at existing appreciation of sustainable housing options. Discussed whether people have cavity wall, loft insulation, PV on roof, retrofitting to understand what people knew. Good debate on current standard of demand on sustainable housing. There was talk about future homes and housing included issue of affordability. Looked at examples of homes that provide every sustainable measures possible, that run at an annual cost of £7 a year. They can be built as affordable house.

Question asked to NDP, is this possible to ask for, and to do sustainable builds from scratch rather than retrofit? Answered that cannot go beyond policies in EHDC policies. But can increase to meet SDNP policy if they go for a higher standard.

Regarding neighbourhood design looked at whether possible to increase the sustainability of housing through increasing housing density. This takes up less land and is more sustainable. Looked at a housing layout model and sought people's opinion and whether they found it appealing? Not saying proposing housing blocks, but mixture of homes, efficient building. There was a lot of support that for this type of approach to make this part of the NDP. Make more of greens space, so not displaced. Good engagement in the workshop. Would be good if more people but there were enough. LB commented that the fact there was less people meant that better conversations, for the whole story

### Workshop 3

LB updated on Community Energy Workshop that Dennis ran with Catriona Cockburn (ESD). Explained what community energy is and how it works. People were interested and keen for community energy in L&B suggesting putting PV panels on community buildings such as the cinema, village hall, library. Fuller feedback for the next meeting.

### Workshop 4

LB updated on the Access and Movement Workshop run with Hayley Thorn (Transport team leader, Hampshire County Council). Some initial conversation about congestion and number of cars on the road at busy times of the day. Hayley presented the new Hampshire Local Transport Plan that sets out to significantly reduce cars on the road,



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a big mindset change to potentially how we might move around in the future. The workshop looked at parish maps and discussed cycle path & walk routes and how to join them up. Conversations about access from Passfield and Bramshott and rural roads. Key points were about introducing speed limits, buses and the timetables that need to work better, use of CIL money for minibuses as potentially a way to bring in some local transport, cycle training for adults and children, bike racks.

Discussed feasibility of changing the structure of the square slightly to look at hierarchy on the roads, encouraging a change in mode of peoples travel by changing the roads to support walking and cycling. There is a lot of evidence that this has worked as it has been tried and is successful in other areas. Hayley encouraged NDP to apply for CIL money for some feasibility studies.

AT said this is the healthy street approach, encouraging people and providing an option to enable cycling and walking. Not about excluding cars from the road but providing a choice, and the benefits of that choice are many – better for health & wellbeing, better community connections, reduces pollution, more affordable for many people, the benefits are numerous. The draw backs are few.

At present the road network is not designed with cycling and walking in mind. Last 50 years focused on the car. This is an interesting piece of work by HCC pulled together, and the emerging ideas. Liphook could be a beneficiary of those early studies. For example, for Haslemere road can use the bus toward Liphook village but the bus stop is pretty shocking, no accessible footpaths to get from one side of the road. Maybe the service isn't good either, but small changes can encourage people to use it. There are different aspects to encourage children to walk or cycle to school. Something that the village should look at very seriously.

**Action LB**, the full feedback will come out when everything has been collated. All the work will be part of the information to be feed into the policies workshop with Alison to transfer the learning. There will be more opportunities to have a say on this in the next consultation event.

### 11. MEETINGS WITH OUTSIDE BODIES

AT & LB met with AECOM who are commissioned to develop Design Codes for Bramshott and Liphook . They came to the parish to look at what is unique to Liphook and Bramshott, its built form, and to study this, including materiality, historic buildings and place. Drove around most of the parish looking at what is successful to draw out the essence of the place.

If proposing large or small sites, design codes will be a helpful guide. This is not to impose on the parish but it is there as a design guide to help avoid ill-conceived architectural designs. Visited all the larger potential sites around the Bramshott and Liphook, and many of the more recent developments.



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They now have 3 months to prepare the guide and will provide a draft in a couple of months to be discussed and check with us it is the respond we require. There will be room for any amendments before it becomes a design guide for the NDP.

### 12. REVIEW AGAINST THE TIMELINE

LB informed that the focus for the SG is on a consultation in the spring. LB & Alison suggested a March date for a consultation event. This will bring together all the policies (currently 50% complete) and site work (50% complete) together. Things may shift a bit, but by the next SG should have a better idea. Things have moved and shifted, changes have happened and items to deal with. SG comfortable with March date.

### Meeting Adjourned for Public Participation

*Q1 – not come to an NDP in a while – seems we are where we were 2.5 years ago with A&M, heritage and design – why is it repeating itself, time is moving on?*

LB – covid made a massive impact, did a lot of work online. Also a change in chair and team members, it takes time to get up to speed. The progress moving forward is visible, confident nearly there. Push to get there the last phase.

CF – EHDC and SDNP / local plans change, covid changed people's work, living environments and demands outside of the home changed.

*Q2 – where is the base line?*

LB - not shifted, though have needed to add things into it – the essence is still the same.

*Q3 – Difficult to hear in here – use a different room, softer furnishings. Council looking into getting a new sound system – form of discrimination if cannot hear in the main space.*

LB & JK – noted this and will look into

*Q4 – Community magazine – not had any reports for any while. next copy date is 28<sup>th</sup> October – open invitation – can reserve space. Comes up just before Christmas.*

LB – noted with thanks

*Q5 – New WP set up, will they be public meetings and minutes?*

JK – WP are for research, the work will be incorporated in, and be delivered back at SG meeting.

*Q6 – Appendices x 3, why are they not part of the online agenda, cannot engage without having appendices available – why not available to download?*

LB – Understanding from Clerk, the agenda goes out, and the appendices only go to the SG, but they are issued with the minutes. LB – to query why the appendices are not included with the agenda.



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*Q7 – Clear with the clerk so people who cannot get to the meeting can keep up to date with process.*

JK + LB to check.

*Q8 – the work done by AECOM – the presentation that was given 3<sup>rd</sup> August in Passfield has an omission and conflict with Defra website.*

JK – the report was checked. Action to be corrected on the matrix – to make sure it is accurate – needs to be added to the constraints

*Q9 – asked KW chair at the time whether land behind Bohunt, regardless of the views of EHDC and SDNP, would be considered as SDNP opened up Call for Sites. KW said that yes. NDP is independent and has to consider its views independently. You said that this may not be the case, can you confirm if this site will be properly considered.*

LB – it will be considered as the public are interested in this area and needs to feedback to the community. Part of the story of the sites is to access all areas. Due to the constraints set out by SDNP, the assessment will only go to a certain point. We have put in a response to SDNP call for sites that we feel these areas would be a good to consider for Liphook development.

*Q10 – will it will be at the public consultation? Appreciate there are constraints, and need to take consideration of what the public think, and whether it is appropriate to challenge the SDNP/ will the NDP consider all the sites*

LB – it will be there with all the constraints. The WP is assessing all the sites and making a summary of each its potential impact, pros and cons. And presenting back to the public.

*Q11 – There is a 40 page document of exceptional circumstances with justifications. Is that paper going to be forwarded to SDNP for them to formally confirm? It was issued and circulated – LB commented heavily on it, and now draft 2. Concerned that certain members of SG do not want that document to go SDNP.*

LB – the July meeting PC asked for pros and cons of all the sites. Once done that we will then look at what is needed and the documents to go forward as next steps.

JK – will be speaking with the SDNP, may be misunderstanding around major development and exceptional circumstances.

*Q12 – major development – anything over 10 houses, and over 10 houses you need exceptional circumstances. Meeting every 6 weeks that reviews exceptional circumstances put forward by the public. The 6 sites previously identified, are they the same?*

CF – Yes



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*Q13 – Was asked for the matrix to be restructured, with documents on all the sites. All document for 44 sites exists today – will the community have view of all the sites / feedback on all the sites?*

LB - Intend to use all those forms. Aware they have been drafted and need to be finalised.

*Q14 – regarding exceptional circumstances – is the SDNP to be asked? With public consultation in March, would it not be better time spent, to put the special circumstances into SDNP, to get their response formally before public consultation in March?*

LB – SG will do those initial impact assessments and get everything summarised and then consider if it is the right thing to go back to the SDNP. Not in the position at the moment. Need to finish pieces of work that agreed to do as requested by PC in July. Cannot make a decision on one site without making a decision on all the sites.

LB – this is challenging. You can look at the parish and its shape, and listen to the community and that area looks good. At the moment we have been told we do not comply with exceptional circumstances, and that strategic sites are allocated by SDNP. All the concerns raised by the public need to be captured into the assessments. At this time taking one step at time.

*Q15 – don't think the SG need to explain themselves all the time, and feel intimidated by clever questions by the public.*

*Q16 – comment that time is important. Onwards, go.*

LB – do not want to be in a position where we do not have an NDP. The policies are the strongest part and bring all the views together into one place.

*Q17 – welcome that there will be a public consultation in March. Will this mean referendum in may 2023?*

LB – no, slipped when decided not to do the public consultation event in July. Understand it is frustrating, need to get it finished, follow process, make agreements and move to the next step. The consultation event will need clarity of purpose, being clear on what we are asking the parish to comment on.

Action – new project, working party on public consultation. Agenda item on next meeting.

LB – get the impact assessments done first.

*Q18 – July SG meeting – the fundamental principles – a summary of all 4 meetings. Suspect the fundamental principles disappeared somewhere. Recommend they are checked by the SG and consider if still applicable. – Review to either accept, reject or alter.*

LB – read and look good, but not agreed. They look like the outcomes of our policies. Part of the workshop with Alison, is to shape the vision and policies / recurring themes. They may look something like these principles.



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*Q19 – seen the policies – need a planning degree to read them. The fundamental principles next to the individual policies. The outcome of the policies*

*Q20 – because no exceptional circumstances – are the design codes site specific or general to the parish.*

AT – The Design Codes are relevant to the parish and the plan but not specific to individual sites. This gives better flexibility and allows the plan to be assessed and applied quickly. AECOM based their guidance on the current quantum. They advised on Design Codes are for the whole parish, to apply to any site of a reasonable scale, ie. 10 or more properties.

*Q21 – material change to last 4 years to work and cost – all the costs from AECOM go to waste.*

LB & CF – It was previously agreed for the proposed July consultation to let the public make the decision whether to allocate or not. This is still proposed for the March public consultation. The AECOM reports are funded through Locality and needed to guide these decisions.

### **Meeting reconvened**

#### **13. REVIEW OF TASKS & ACTIONS & ITEMS FOR NEXT MEETING**

- 23rd November – workshop with Alison – to make the overarching directives.
- Site assessment working party – meeting 15 and / or 22nd October
- Full feedback on Our Future Environment event
- Amendment to matrix from 3rd August Passfield event
- Outline for spring consultation event

#### **14. DATE OF NEXT MEETING**

8<sup>th</sup> November 2022.

LB – to bring dates for next year's meetings.

Meeting closed – 20:51