



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

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

Present:

Chantal Foo (vice-chair) - Chairman
Louise Bevan
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)
1 member of the public

Apologies:

Raine Ryland

1. Welcome and Introduction

The Chairman welcomed everyone and advised that the meeting was being audio and visually recorded for the purposes of the minutes.

2. Apologies for absences

CF confirmed that RR had sent her apologies.

3. Declarations of Interests

There were none declared.

4. Approval of normal minutes from meeting dated 9th February 2021 (Appendix 1)

The minutes of the meeting held on 8th February were proposed by CF and seconded by JK, with all in favour 4/4. LS to send to Council.

Action: LS

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

None.



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6. Public participation session

The member of the public asked if draft minutes could be uploaded to the website for public review prior to being ratified by the Steering Group, as this would help members of the public prepare questions for the Steering Group. JK confirmed that the Steering Group has different Terms of Reference to other Council committees, and would check that this was not a formal requirement to publish these in the public domain. JK acknowledged his viewpoint and thanked him for his contribution.

7. Update on Locality & AECOM technical packages

a. Evidence Base and Policies Development (EBPD)

Several members of the Steering Group have met with AECOM to discuss the policies and requirements and outcomes of this technical package. AECOM confirmed that the NDP can submit up to 15 policies for review. AECOM will check the status of each policy, compare to current legislation, check the corresponding evidence base and identify any gaps, recommend improvements to the wording and provide an overall summary. AECOM are happy with the NDP's current progress and position, and that this technical package is at the correct point in the NDP's timeframe.

b. Housing Needs Assessment (HNA)

CF confirmed that she had not received the assessment. Due in late Feb early March. JK stated that these reports will be circulated to the Councillors for comments which will form part of the overall commentary that will go back to AECOM.

c. Strategic Environmental Assessment (SEA)

AECOM have received the consultation responses, and this is currently on hold as it requires the results of the Housing Needs Assessment report and the NDP's proposed site options.

d. Site Assessment Technical Package

CF is waiting for the updated report with the extra site which is expected in late Feb or early March.

e. Other packages

CF confirmed that Locality like to keep the Steering Group updated and reminded the group that there is substantial grant money available for consultation assistance and other reports. JK confirmed that now the NDP will progress these as soon as possible.



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CF state that all reports feed into the matrix. JK confirmed that the NDP is now gathering momentum again and reassured Councillors that they would be fully informed of progress.

8. Update on Site Assessment Matrix

CF stated that the Matrix has been updated into a cohesive spreadsheet for the group to review, make legible, and that the reports feed into the next stage of the matrix assessments.

9. Update on recruitment

JK updated on the appointment of a new recommended member of the Steering Group who has been interviewed by JK and CF (subject to Parish Council approval). This new member has also volunteered to help with installing posters in advance of their appointment.

JK also stated that the advert has been placed in the Liphook Community Magazine although it is only ¼ page and not a full page spread as had originally hoped. The Bramshott Bugle will also be published imminently, and it is hoped that this will generate further interest from potential volunteers.

10. Next meeting, and next steps

The date of the next meeting was confirmed as Tuesday 13th April 2021 at 7.30 pm also on Zoom.

CF confirmed that they are waiting for reports from AECOM. The next step after the proposed site options have been considered, will be another public consultation on the potential development sites and then Regulation 14.

CF thanked the participants for their time and formally closed the meeting.

The meeting closed at 19.58 pm