



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

**Minutes of the NDP Meeting held on Tuesday 9th November 2021, 7.30 pm, Millennium
Centre**

Present:

Kevin Wyeth (KW) - Chair
Louise Bevan (LB)
Cllr Jeanette Kirby (Parish Council) (JK)

Also in attendance:

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

Apologies:

Chantal Foo (Vice Chair) (CF)
Raine Ryland
Jonathan Ainsley
Andrew Thornhill
Dennis Smith
Alan Lindsell (AL)
Sarah Perryman (SP)

1. Welcome and Introduction

In the absence of the Vice Chair, KW was proposed as Chair of the meeting by JK and seconded by LB. The Chairman welcomed everyone to the meeting.

2. Apologies for absences

Absences were noted.

3. Declarations of Interests

There were none declared.

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

The minutes of the meeting held on October were approved in full subject to a query about the reference to climate change being removed in the design codes of the EHDC site plan. LS to amend minutes. Proposed by JK and seconded by LB, with all in favour 5/5. LS to send to Council. **Action: LS**



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

- LB completed the timeline and will circulate at November meeting
- JK/CF have arranged a working party meeting that will meet on 10th November 2021
- LS confirmed that the NDP dropbox is reaching capacity and that she has discussed with JK ways of freeing up space by removing duplicate and draft documents that are also saved on the website and the hard drive.
- Site Options Matrix document will be signed off by the end of November
- Dropbox access has been arranged for new Steering Group members

6. Public participation session

A query was raised about the publication of the Housing Needs Assessment on the NDP website.

Action: LS to upload the document on the website.

7. Update on timeline document

LB circulated the updated document. It was agreed that when the document is finally approved, it will go on to the NDP website. The target is to get everything achieved by April 2022. KW queried if this should go on the website. LB confirmed that the timeline is a Working document and will be amended as appropriate on an on-going basis. LB proposed adding the key milestones to a separate document and uploading that to the website. All agreed.

Action: LB to add version number and meet to finalise document

8. Update on Site Options Assessment

CF to complete by the end of November 2021.

Action: CF

9. Update on Locality & AECOM technical packages

a. Evidence Base and Policies Development (EBPD)

JK reported that final policies are completed and the remaining three will be completed by the end of November 2021. These are sports and recreation, employment and public services.



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10. “Green & Sustainability” agenda

- It was agreed that all policies should include a reference to climate change and that new legislation on green issues needs to be checked to ensure that this is incorporated into policies
- JK proposed that a dedicated working Party should be created to review this
- LB suggested a group discussion would be the best way forward when the policies come back from AECOM; by that time there will be the COP 26 outcomes and in the meantime the group can consider any appropriate documents
- LB is keen to engage with the community engagement about the environment theme and proposes that it form part of the consultation period scheduled for Spring 2022.
- ALL policies from AECOM should be brought together
- JK/LB agreed to compile a library of documents on climate change incorporating key requirements which will impact the creation of NDP. It was agreed that the Working party should meet in December with draft policies created by the end of December; KW suggested adding these documents to the list for Committee members to read in advance

Action: LB to arrange Working Party meeting; Working Party to create Climate Change Policies

11. Task Allocation

- JK to plan a meeting for the Working Party on climate policy on 7th December to review documents – LB to circulate an email inviting participants
- Site allocation Working party will meet on 29th December – LS to book room once time is confirmed (assuming AECOM documents have been returned)

Action: LB to send invitation email/LS to book rooms

12. Next meeting, and next steps

Cllr Trotter enquired as to whether speeding issues have been incorporated into NDP. JK confirmed that NDP is focused on developments and is not sure if speed limits can be incorporated and stated that the Hampshire Highways is looking into that issue.

The date of the next meeting was confirmed as Tuesday 14th December at 7.30 pm and will take place in the Canada Room of the Millennium Centre.

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



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The meeting closed at 20.32 pm.

DRAFT