

Neighbourhood Plan Steering Group Meeting

28th March 2017, Machin Room, 19:00

Present – Kate Philipson- Chair (KP), John Davis(JD), Mike Windsor(MW), Louisa Chamberlain(LC), Bill Brewer(BB), Steve Counsell(SC).

Apologies – Simon Watson, Liz Watson, Sarah Fanthorpe Green, Alan Leslie

1. Minutes from last meeting and matters arising – the amended Terms of Reference have been seen by the Parish Council and have been adopted. Copies are now on the Dropbox. The Objective Consultation documents were sent out and there has been an approximate 50% response rate. Although there was a small problem with a question formatting, this did not appear to affect the outcome, nor responses. KP has collected the hard copies of consultation documents and will store these as evidence. KP has not yet contacted South Downs consultancy but will do so. Minutes accepted.
2. Objective Consultation documents – results have been collated by KP and now on the Dropbox. Most of the questions were answered with a tick, but there were some notable good written answers. The “Thank yous” from respondents were gratefully noted.
3. Taking these responses forward:
 - a. Each Steering Group Member should look at the answers to the questions that are relevant to their chosen specialist area and use these to inform their Policy development.
 - b. Parishioners raised many issues and questions that need addressing. Discussion around how best to address these ensued. It is important to reach a large audience and may need multiple days and venues to do this. It is likely such events will take the form of an introductory talk, with then hands on maps and interactive activities encouraging dialogue and question posing and answering . KP noted that there seemed to be a gap in the Parish knowledge of the Village Design Statement. We will need to have physical copies of this available at these meetings together with an online version running in the background. It is also important to have explanations of “planning jargon” available e.g. what is CIL? LC also wondered how best to acknowledge and explore some sites that were raised in this consultation document.
 - c. Footpaths discussed in light of Objective Consultation responses – emotive subject locally and needs to be fully addressed by the NDP.
 - d. Affordable housing and how to keep it affordable once these properties have been built, sold and then re-enter the market was discussed in light of the responses from the consultation exercise.
 - e. KP will check some of the wording of the Objectives in light of comments from the consultation process.
 - f. There may be a need to develop and delineate both Neighbourhood and Parish Plans. Must set achievable objectives on both counts.

- g. Transport – JD attends the Hampshire Transport Meeting. He is happy to raise further public transport requirements in this forum but should only do so if he has good evidence of demand. It was decided that we should first ask the questions, get the answers and then see if there is evidence to take things further forward.
4. LC agreed to be Secretary of the Steering Group.
 5. Chairman of the Parish Council has sent KP a helpful note that she will circulate.
 6. BB had good meeting with Henry Pelham and Pat at Thruxton Circuit and this will further inform the Appraisal of this area. Engaging local business in the process is still proving difficult despite approaches.
 7. SC was asked to consider format for the draft plan. He was happy to do this.
 8. Upcoming Wed PC Meeting and the talk on a proposed development in the Village – it was suggested that the Chair of the PC needs to be approached to state at the start of the Meeting that any members of this Steering Group who attend this meeting do so in their own individual capacity and not as members of Steering Group. Their expressed views will be their own and not seen in any way to represent the views of the NDP Steering Group.
 9. Appraisals should be completed by 18th April and **DATE OF NEXT MEETING** is 25th April, 7pm, War Memorial Hall for a progress meeting on Policies.
 10. Meeting closed at 2000