# MINUTES OF THE LONGSTOCK NEIGHBOURHOOD PLAN (NHP) STEERING GROUP MEETING – HELD 7PM, 2 JUNE 2021, VIA ZOOM.

#### In attendance:

Steering Committee:

Angie Filippa (AF) – Chairman

Beccy Soper (BS)- Vice Chairman

Aly Warner (AW) - Secretary

Sophie Walters (SW) - Resident and Chair of Longstock Parish Council

David Burnfield (DB) - Resident and Longstock Parish Councilor

Liz Bourne (LB) – Plan-et

### **Apologies**

Simon Borthwick (SB) - Representing Leckford Estate Becky Hopkinson (BH) – Plan-et

Ser	Subject	Action
1.	Welcome and Introduction  AF opened the meeting and welcomed the committee.	
2.	Acceptance of Minutes  The minutes of the meeting from 5th May 21 were agreed and adopted.  Proposed by SW seconded BS	
3.	Longstock Parish Council (LPC) Update  SW advised that there was nothing to report on behalf of LPC.	
4.	Finance / Grant -update  AF confirmed that the unspent grant funding for FY 20-21 of £5,170 had been returned to Locality on 19 May 21 and that the SG would have to wait until applications for funding for FY 21-22 had opened. Previously this had been 4 – 6 weeks after the previous year had closed. LB advised that she believed the application process for the next FY had actually already opened. AF to confirm.  LB went on to advise that funding had been increased to £10,000 and that other technical grants were also available. LB recommended that the SG investigate whether any of the additional grants could be utilized. AF to investigate.	AF
5.	Housing Needs Assessment (HNA):  AF advised that an amended copy of the AECOM Housing Needs Assessment had been received a couple of days before the meeting and that they had been circulated. As SG members would need time to look at the revised document, AF had advised AECOM that the SG would be unable to provide feedback on the updated report until after the SG meeting in July.	All

### 6. Sub Group Updates

**a.** Village Design Statement (VDS) - SB /DS. Update carried over to next meeting.

**b.** Open Spaces - SW /AW.

Update carried over to next meeting.

c. Footpaths/Verges/Hedges - AF

Update carried over to next meeting.

d. Traffic - AF

Update carried over to next meeting.

**e.** Listed Dwellings/ Buildings/ Gardens - SB / DS Update carried over to next meeting.

**f.** Historic Heritage Assets /Sites - SB/ DS Update carried over to next meeting.

g. SSSI's -SB/DS

Update carried over to next meeting.

**h.** Village and Countryside Landscape features - DB Update carried over to next meeting.

i. Media - SW / AW

See Community Engagement Event.

## 7. **Visions and Objectives**

LB re-iterated that the group needed to move the V&O's on. It was agreed that the Community Engagement Event would assist with re-invigorating the process.

#### 8. Community Engagement Event - COVID 19 compliant delivery

AF advised that the main focus of this month's meeting was the planning of the Community Engagement Event, currently scheduled for 24<sup>th</sup> Jun 21 (Covid restrictions permitting).

AF confirmed that Longstock Village Hall was available and booked. The Village Hall Committee had very kindly agreed to donate the hire of the hall free gratis, as the event was specifically for Longstock residents.

AF confirmed that Sarah Hughes, TVBC NHP Officer and Liz Bourne from Plan-et were also available on 24<sup>th</sup> Jun 21 and that their attendance had been booked.

Due to the amount of interest in the affordable housing in Church Road and feedback from; borough councillors, parish councillors and residents, AF had also contacted English Rural, who had agreed to send a representative to talk about the affordable housing proposal in Church Road.

The SG discussed concerns that even though affordable housing formed only a small part of the NHP, the issue had the potential to dominate the engagement event (and possibility overshadow it). The SG agreed that this would need to be managed carefully and that perhaps the running order could assist.

It was agreed that the SG would set up during the afternoon on  $24^{th}$  Jun 21 and that static displays relating to sub groups would be made available. Residents could drop in between 17:30-19:00 hrs. Formal presentations would commence at 19:00 hrs and run until 21:00 hrs.

AW and SW felt that the presentation (item 6i) would be in a complete enough state for it to be used to open the event.

Sarah Hughes had been asked to provide a high level over view on 'what an NHP is". LB would then provide more granularity with regards to what an NHP means for Longstock. It was also felt that the process needed to be explained in a bit more detail, with emphasis on the importance of evidence gathering and residents providing feedback in order to shape the plan. It was also felt that an explanation of the referendum process would be useful.

Setting up the hall with chairs – Village Hall Committee to be engaged re: Covid compliant numbers.

Projector – to be sourced

Projector Screen – confirmed available in the Village Hall

Microphone – confirmed available in the Village Hall

Anti-Viral Gels / Wipes / Masks – AF to purchase from grant funding.

Track & Trace - QR Code / alternative for none smart phone users.

Refreshments – AF to purchase from grant funding. BS to lead.

#### Advertising the Event

Ad required for the Parish Mag / Parish Noticeboards / Notice on LPC Website – adverts would all need to be caveated that the event would be subject to coronavirus restrictions lifting.

AW suggested purchasing reusable banners. The SG agreed that this would be a really useful way of publicizing all NHP events. AW to obtain quotes and circulate suggested wording.

Due to the event taking place so close to the lifting of restrictions, the SG agreed that a leaflet drop would need to be made 7-10 days before the event.

ΑF

ΑF

ΑW

Αll

AOB	Nil of Note.	
DONM	Wednesday 7 <sup>th</sup> July 2021, via Zoom	