

**Neighbourhood Development Plan (NDP) Steering Group**  
**MINUTES**  
**Monday 28 October 2019**

- 50. Attendance:** Cllr Addison (KA), Ivan Royle (IR), Claudia Peace (CP) Helen James (HJ)
- 51. Public Attendance:** The Parish Clerk (Gail Foster) was joined by 60 members of the public.
- 52. Welcome and introduction:**
- 52.1. KA welcomed those present thanked the residents present for turning out in force at the meeting.
- 53. Apologies for absence:**
- 53.1. Janet Pettit, Jon Cotterell and Sally Courcoux had sent their apologies.
- 54. Points from the floor:**
- 54.1. None raised.
- 55. Declarations of Interests:**
- 55.1. No changes were declared.
- 56. To approve the minutes of the last meeting:**
- 56.1. Proposed CP and seconded IR that the minutes be accepted and the Chairman duly signed them.
- 56.2. KB jointed the meeting.
- 57. To review outstanding items from the action list from the prior month:**
- 57.1. Members were asked to give summaries of their actions in turn.
- 57.2. KA had completed all actions allocated to her.
- 57.3. JC and SC had not been able to report prior the meeting.
- 57.4. CP had chased TVBC regarding advice about the airfield at Middle Wallop This would be chased. **Action: CP.**
- 57.5. A resident had offered to visit airfield to advise them that the NDP was being prepared.
- 57.6. IR had not yet established all non-resident landowners. The public were asked for assistance in contacting anyone who owned land in the parish but was not residing here. This would be progressed. **Action: IR**
- 57.7. The Clerk had not yet written to neighbouring parishes. This would be actioned and HCC would be asked to help identify unknown landowners. **Action: Clerk.**
- 58. To receive an update on a Social Media volunteer**
- 58.1. KA reported that the Steering Group had a duty to show that every medium possible had been used to communicate with all residents of the Parish. KA had set up Facebook and Instagram social media accounts. It was hoped that as they were now up and running someone from the village might offer to monitor and moderate these accounts along with a small group of members of the Steering Group. Volunteers were asked to get in touch with KA if they could assist in this role.
- 59. To receive a report on the recent Wildlife Talk.**
- 59.1. The recent Hampshire and Isle of Wight Wildlife Trust talk in the Village Hall had been very well attended. Favourable comments had been received and many people wanted to get involved. It was explained that lots of little parcels of land and wildflowers in small areas would be preferable to a large reserve. Janet Herring had set up the "Wild Wallop Group" and interested residents were encouraged to get in touch.

- 59.2. On the same subject, the consultants that had been interviewed regarding taking on the task of writing the NDP, had expressed their support for the idea of wild areas and indicated that these small plots, once set up and established, could be protected in the NDP by writing the provision for them into policy documents.
- 59.3. The Chairman opened the meeting up to public discussion to ascertain if people would be in support of the idea of wild areas being identified and nurtured in the Parish. After a short discussion it was clear that there was a strong majority of support that the idea should be investigated further. The Chairman asked that volunteers to carry the ideas forward get in touch with the Clerk or directly with Janet Herring who will lead the project.
- 60. To receive reports from the Working Groups:**
- 60.1. The **Green Spaces** working group had not had a meeting as they were waiting to see answers from the questionnaires to inform them and identify areas that should be prioritised.
- 60.2. The **History** working group had completed a draft of the beginning of their report for the Plan, but were now waiting for a consultant to be appointed to advise the layout further.
- 60.3. The **Questionnaire** working group had finished and the Questionnaires had been printed. The online version was ready to go live. The paper questionnaires would be distributed at the beginning of November and completed copies could be left in boxes positioned around the parish. In order to encourage as many people as possible to fill in the forms, a resident suggested that a prize be given for a random completed form selected at the end. This would be arranged if possible to do fairly.
- 61. To allocate who will visit stakeholders.**
- 61.1. A list had been circulated prior to the meeting, and personal visits would be made by volunteers to all stakeholders. A letter explaining what was happening and asking for feedback or concerns would be hand delivered and the volunteers would also take questionnaires with them.
- 62. To decide on a consultant to be appointed to write the NDP.**
- 62.1. IR reported a consultant was required to bring all facets of the plan together and create a document that was fit for purpose. The plan would be quite extensive and would need to be written in language suitable for the type of project and in accordance with existing planning laws and policies. Three consultants had been interviewed. It was Proposed: IR, Seconded: KA Resolved: Unanimously to recommend to the Parish Council that Richard Eastman of FERIA Urbanism of Dorset be appointed. **Action: Clerk / KA**
- 62.2. It was queried if VAT could be reclaimed on any invoices and this would be checked. **Action: HJ.**
- 63. To decide on the plan of action when the surveys are returned**
- 63.1. As JC was not in attendance, it was decided to defer the discussion to the next meeting.
- 64. To decide on dates for next year's meetings:**
- 64.1. The Clerk had sent round a draft schedule of dates. **Resolved:** Unanimously that the dates were acceptable. They would be published on the website. **Action: Clerk.**
- 65. Any other business for consideration at the next meeting:**
- 65.1. None reported.
- 65.2. The Chairman again opened up the meeting to the floor as so many people had questions. It was explained that once adopted the plan would have statutory powers but would need to comply with the existing Local Plan written by TVBC.

- 65.3. The surveys would need to be returned completed by 18<sup>th</sup> November and the plan would start to be written based on all the opinions collected in the new year. After the draft plan had been approved by the Steering Group and the Parish Council, it would then be publicized and subject to 6 weeks public consultation when everyone would be asked to comment on the policies written.
- 65.4. The meeting was closed at 19.45.
66. **Date of next monthly meeting: Monday 25<sup>th</sup> November 2019 at 7.00pm in the Village Hall.**

**This a draft pending approval at the next Steering Group meeting.**