**Meeting Minutes of the**

**Crookham Village Neighbourhood Plan**

**Steering Group**

Held: Monday 11th January 2016, WI Hut, The Street, Crookham Village, at 8pm

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|  | **Item** | **Comments** | **Actions** |
| **1** | Apologies /present | **Present:** Richard Eastment (RE) Chairman, Wendy Makepeace-Browne (WMB) Treasurer, Tina Collins (TC), Richard Hellier (RH), Tony Gower-Jones (TGJ), Simon Ambler (SA), Julia Ambler (JA), Indra Sinka (IS), David Jackson (DJ), Brian Whyatt (BW), Liz Bourne (consultant) (LB) | None |
| **2** | Minutes of previous meeting | Minutes of 9th November 2015 were signed. | None |
| **3** | Declarations of interest | None | None |
| **4** | Position on Housing Options survey (SG NP official response) | After some discussion it was agreed that RE would draft a response and circulate it to all members of the Steering Group. They would have until close of Wednesday 13th Jan to make comments. If no comments are received by this time it will be assumed that they are in agreement. | RE/All |
| **5** | Site Selection Discussion | It was agreed that a comment be made in the response to the Housing Options survey that the large sites proposed do not meet the criteria of our NP although a smaller number of units could be considered. It was agreed that if any smaller sites were put forward by landowners in the future that these would be considered. | RE |
| **9** | Update on response to V&O consultation and consultant’s view | There have been about 150 responses via survey monkey and there are about 20 waiting to be entered. Of these 85% are saying that they agree with the proposals. All comments made are reasonable.  It was suggested that in order to get more responses, we need to actively engage with the public. Various suggestions were made including standing outside the Post Office on a Saturday to approach people and approaching people using the footpaths.  RE to send TGJ a copy of the consultation document which he will print out. | All  RE/TGJ |
| **10** | Review Draft NP – work needed and allocation of tasks | There was some discussion, it was agreed that each member of the SG should try to complete the questions arising from a section of the draft NP. If there is any supporting evidence, this should also be included.  Housing – TC, RH  Education – RE, IS  Environment – RH  Local Economy – RE, WMB  Transport & Movement – TGJ, BW  Health, Leisure & Wellbeing – IS  Any comments to be made by 25 Jan to allow Liz time to enter the information into the NP document.  Liz will provide information from survey monkey.  RE to send out terminology to be used.  If there are areas of Significant Green Space, these should be identified. Liz will provide the NPPF definition. | TC/RH  RE/IS  RH  RE/WMB  TGJ/BW  IS  LB  RE  LB |
| **11** | AOB | SA reported that Conservation areas and settlement boundaries are not fixed items and that boundaries may be modified or abolished during the Local Plan process.  There may need to be a review of the Crookham Village Conservation Area as this has not been carried out recently.  DJ suggested that a folder be set up on Dropbox for each meeting, this will ensure that everyone has the same documentation. | TC |
| **12** | Date of next meeting | The date of the next meeting will be Monday 8th February 2016 at the WI Hall, Crookham Village. | All |

**Date: Signed:**