

**MINUTES OF THE LONGSTOCK NEIGHBOURHOOD PLAN (NHP) STEERING GROUP MEETING
– HELD 7PM, 6th JANUARY 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 Councillor

Simon Borthwick (SB) - Representing Leckford Estate

Apologies

David Smith (DS)- Resident

Sharon Fortune (SF) - Resident

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 2 nd Dec 20 were agreed and adopted. Proposed by DB seconded SW.	
3.	NHP Steering Group Meeting Dates 2021 Prior to the meeting, AF stated that she had circulated proposed SG meeting dates for 2021. At the moment, meetings remained scheduled for the first Wednesday of every month. AF stated that due to the current lockdown (currently in place until 31 Mar 21), meetings up to and including 7 th April 21 would be held via Zoom. The SG agreed to review meeting dates once the current lockdown restrictions had lifted. The SG could then decide whether there was scope to factor in a face-to-face community event during the summer months. AF to diarise a review of meeting dates in April's agenda.	AF
4.	Longstock Parish Council - Update SW advised that there was nothing to report on behalf of LPC.	
5.	Finance / Grant -update AF advised that there were no updates to finance / grants.	
6.	Housing Needs Assessment (HNA): Following last month's meeting, AF advised that amendments to the draft HNA were still in progress. AF stated that she had contacted both AECOM and Sarah Hughes (TVBC) to query anomalies in the overall housing numbers and the total number of social	

	<p>houses within the parish (as both of these appeared incorrect in AECOM's draft).</p> <p>AECOM confirmed that they would check the overall housing numbers again however, the social housing figures had been provided by TVBC.</p> <p>Sarah Hughes (TVBC) advised that she had used the social housing numbers provided by the affordable housing landlord. She would check with them again to ensure Roman Road had been incorporated into the figures. AF stated that she hadn't heard from Sarah due to the Christmas break but would hasten a reply before the SG's next meeting.</p>	AF
7.	<p>Housing Needs Survey (HNS)</p> <p>AF confirmed that the Housing Needs Survey had closed wef 18 Dec 20 and that TVBC were in the process of analysing the data. A response wasn't anticipated until late January / early February 21.</p>	
8.	<p>Sub Group Updates</p> <p>a. Village Design Statement (VDS) - SB /DS. Update carried over to next meeting.</p> <p>b. Open Spaces - SW /AW. Update carried over to next meeting.</p> <p>c. Footpaths/Verges/Hedges - AF Update carried over to next meeting.</p> <p>d. Traffic - AF AF advised that plans to complete a traffic survey were on hold due to renewed lockdown protocols.</p> <p>e. Listed Dwellings/ Buildings/ Gardens SB / DS SB advised that during the previously week, he'd met with LB and BH to discuss the mapping that had been presented to the SG during December's meeting.</p> <p>f. Historic Heritage Assets /Sites - SB/ DS Update carried over to next meeting.</p> <p>g. SSSI's -SB/DS Update carried over to next meeting.</p> <p>h. Village and Countryside Landscape features - DB Update carried over to next meeting.</p> <p>i. Media - SW / AW</p>	

	<p>AW stated that a further lockdown was making it very difficult to proceed with plans for a full video presentation (which would include drone footage and soundbites) so she suggested that the SG looked at creating a shorter film which gave an 'introduction' to NHP SG members.</p> <p>AF felt that this was an excellent idea. The footage could then be loaded onto the NHP pages of the LPC website and NHP Facebook page. If it worked well then perhaps further short films could be created intermittently as changes occurred. In addition, a short presentation would test whether a film format was a viable way of engaging with the community.</p> <p>SW advised that she would engage with James Lakin re: IT skills, Toby Giles re: drone footage and non-resident Nick Butler-Miles re: media editing to see if they could assist with elements of the film (footage / editing etc).</p> <p>AF advised that she would engage with Geoff Merritt re: historic photographs of Longstock.</p> <p>AW agreed to lead on co-ordinating the intro film. SW asked for all SG members to engage (in a socially distance way) with friends, family and neighbours to start collecting soundbites. AF agreed to re-circulate the soundbite questions again.</p> <p>AF stated that if contributions couldn't be used in the first film, they perhaps footage could be held over and used in subsequent presentations / follow ups.</p>	<p>SW</p> <p>AF</p> <p>All AF</p>
9.	<p>Community Engagement Event - COVID 19 compliant delivery</p> <p>Due to COVID 19, face to face delivery is on hold until further notice.</p>	
10.	<p>AOB</p> <p>Vision & Objectives</p> <p>AF stated that DS / SB / SW and AF had taken part in a meeting before Christmas to review the draft vision and objectives created by Plan-et in Jan 20.</p> <p>AF explained that Plan-et's V&O had been created from the NHP's first community engagement questionnaire. Plan-et had use the responses to drafted 'a starter for ten' set of V&O which could be used to kick off the V&O process. LB highlighted that as the NHP progressed, the V&O's should be reviewed to make sure they still aligned with the NHP's direction of travel.</p> <p>AF stated that attendees at the review meeting had identified some changes and suggested that all SG members looked at the current V&O and provide their thoughts. AF to recirculate draft V&O along with any comments from the meeting.</p>	<p>AF</p>
DONM	Wednesday 3rd February 2021, Via Zoom	All