



**Meeting of the Bramshott & Liphook Neighbourhood Development Plan
Steering Group
7.30 pm on Tuesday 12th April 2022
Main Hall, Millennium Centre, Liphook**

MINUTES

Present:

Kevin Wyeth (KW) - Chair
Cllr Jeanette Kirby (Parish Council) (JK)
Louise Bevan (LB)
David Saywer (DSaw)

Also in attendance:

Cllr Don Jerrard (Parish Council)
Cllr Ed Trotter (Parish Council)
16 members of the public
Liza Smith (LS)

Apologies:

Chantal Foo (Vice Chair) (CF)
Raine Ryland (RR)
Dennis Smith (DS)
Sarah Perryman (SP)
Andrew Thornton (AT)
Alan Lindsell (AL)

1. Chair Welcome & Introduction

The Chair welcomed everyone to the meeting.

2. Apologies for Absence

Absences were noted.

3. Disclosure of Interests

There were none declared.

4. Minutes of The Last Meeting (Appendix 1)

The minutes of the meeting held on 8th March 2022 (**Appendix 1**) were approved.
Proposed by KW and seconded by JK, with all in favour 4/4.



Action: LS to upload amended minutes to website and send to Council

5. Matters arising

None.

6. Update following EHDC/SDNP meeting

To receive an update and agree next steps following the EHDC/SDNP meeting on the 8th April.

- i. KW showed a PP slide of phase 1 plan making and phase 2 planning decisions
 - a. none of the steering groups' questions were answered although the meeting was productive
 - b. SNDP asked for further research to be undertaken by the Steering Group
 - c. KW described the respective benefits of each site which surprised EHDC
 - d. EHDC asked about further information about constraints
 - e. Feedback plans including source, potential benefits, constraints and planning constraints for each site
- ii. To receive an update re Architects, Builders and Landowners.
 - All received bar one + local residents' groups, surgery (covered in later parts the agenda)
- iii. To receive an update re. Local Residents Groups.
 - None received in this month.

7. Public participation session

To invite members of the public to address the meeting about business on the agenda. This session was brought forward to allow members of the public to ask questions and then leave the meeting if they require.

Q1. What are the benefits? Have you considered "disbenefits"?

A1. SC measured each site against common test criteria

Q2. Does the timetable change?

A2. The delivery plan is outlined in the Powerpoint slide with the aim of completing the bulk of the work by October 2022 before the formal review processes begins - aim to complete May 2023.

Q3. The RedRow site is being discussed so will all sites be classified in the same way



A3. All sites will be assessed and classified in same way.

Q4. What is the position of Penally farm in Bramshott?

A4. The site has been tested with the same criteria that all other prospective sites are evaluated against.

Q5. Does the SDNP have any jurisdiction over the Penally farm?

A5. No - this is under EHDC

7. Delivering the plan - to receive an update and agree next steps following the 8th April meeting. (Appendix 2)

- i. The steering group discussed Appendix 2 – “Delivering the plan” document
- ii. 2 page - 2022/23 – public presentations, formal examinations, Parish council sign off *summer 2023)

To agree steps to review the Plan and Risk Register.

Action: DS will be working on risk register – will come back to the Steering group at some point in the future

8. Public presentations

To receive an update following the Annual Parish Meeting 30th March.

- Over 330 views on YouTube

To receive an update and agree next steps following the 8th April meeting.

None

To discuss and agree next steps re OPEN DAY currently planned June/July 22

None

9. Policies & evidence based documents

a) To receive an update and agree next steps following the 8th April meeting.

b) To review progress, discuss and agree next steps re writing policies to first draft.

- i. Chair proposed that work should be done by external consultant
- ii. Small team to engage with 3 consultant terms to assess their value – this should be done before next Steering Group meeting



- iii. Chair confirmed that quotes will be obtained and that funding will be applied for from locality, however only 3 out of the 8 consultants that KW has approached will provide quotes

Action: LB, JK, KW, AS all agreed to join small team to make a decision to review quotes and make appointment

10. Monthly NDP surgeries (by appointment only)

To introduce and discuss the value of Monthly NDP Surgeries:-

To enable local groups and local organisations direct access to the NDP Members.

- i. A key part of the communications strategy is engagement with local groups, therefore the Chair proposed pre-appointment surgeries should be held. These would take two forms:
 - a. Community surgeries to receive information from local residents – this would be an incoming process but also provided an opportunity to share NDP progress and plans
 - b. Technical surgeries with ABL (architects, builders and landowners) – this would be an outgoing process
- ii. KW outlined the respective pros and cons of these surgeries. A group discussion took place on the respective benefits of surgeries. The group concluded that it was cheaper to hold regular surgeries rather than a large engagement/ consultation event. The surgeries would hear public comments which will serve to inform the process and that there were more advantages than disadvantages.
- iii. Surgeries would be recorded and notes produced.
- iv. Notes and feedback will be considered by the NDP Steering Group.

To agree next steps

Action: KW proposed to go ahead with surgeries and will circulate forms that people can complete with any issues raised.

11. Climate & health opportunities

To receive an update, agree next steps re Climate & Health XLS (**Appendix 3**).

To discuss and agree next steps of the working party.

Action: KW proposed approval of document – KW nominated, all agreed



12. Safer neighbourhoods

To receive an update, agree next steps re Safer Neighbourhoods document v 1.0 (**Appendix 4**). To discuss and agree next steps of the working party.

- i. KW had updated and put forward the document (Appendix 4) to HCC traffic management for comments
- ii. New version included updates, cycling, rules and regulations.

Action: document to be put forward to be included in May agenda (Appendix 4)

13. Working with local youth

To receive an update on communications with local schools in the parish:-

- i. RR and DS are leading on this piece of work – DS is a governor of Liphook primary school
- ii. It is planned that KW will give a presentation to Bohunt school asking for input as part of the consultation process

14. Writing the draft NDP document

To receive an update and agree next steps following the meeting on the 8th April
To discuss and consider next steps re the structure of the draft NDP.

- i. Following consultation with Locality it was recommended that we engage a consultant to write both Policies and Core NDP.

15. Communications - to receive an update and agree next steps

- Communications Strategy appears to be working well.

16. Working with local schools - to receive an update on communications with local schools in the parish.

To agree steps to review reviewing youth requirements.

Covered in item 13

16. Funding/ locality - to receive an update and agree next steps

As above

17. Terms of Reference (ToR) for the Steering Group

To consider if the ToR for the NDP Steering Group need revising and then approval by the parish council. (**Appendix 5**)



- i. Needs to be updated to reflect where the group is at the present time
- ii. KW circulated proposed changes and outlined main points of the document
- iii. KW outlined concerns that the examiner may highlight the fact that the SG does not have 2 PC members so Chair recommends that this be changed to only 1 PC member; JK stated there should be two members even though we only have 1 at the present time
- iv. KW will ask the Clerk to invite additional Councillors to join the Steering Group
- v. All new members should be formally agreed by the Steering Group
- vi. JK outlined the role of the liaison group and its respective benefits and advantages
- vii. All agreed on two Parish council members

19. Review of tasks allocated

- i. Covered in above items. Only one site in SDNP – Bohunt manor and Westlands park site <http://liphook-vision.com>
- ii. To review all site Origins - Not just RedRow
- iii. for SDNP - up to develop to demonstrate exceptional circumstances exists – need for development and in that location

20. Date of next meeting

Tuesday 10th May

Meeting closed at 9.05 pm