

Neighbourhood Plan Steering Group meeting notes

Tuesday 4th June 2019, 7.00pm, Monteagle Centre

Present:

Richard Quarterman (Chair)
 Gill Gray
 Alison Hewitt
 Roger Coombes
 Cllr. Gerry Crisp
 Cllr. Stuart Bailey (left at 7.50pm item 3b)
 Cllr. Greg Easterbrook

John Keane
 Cllr. Gill Hennell
 Colin Ive
 Beryl Jenkins
 Cllr. Bob McSorley
 Cllr. Pam Phelps-Jones
 Cllr. Jenny Cole
 Rochelle Halliday (Town Clerk)

		<u>Action</u>
1.	<p>Welcome & Apologies for Absence Apologies were received from Gordon Young, Cllr. Adrian Collett and Cllr. Maria Pierce.</p>	
2.	<p>Notes of the Last Meeting & Matters Arising The notes from the last meeting on 26th March 2019 were agreed to be an accurate record.</p>	
3.	<p>Discussion with the Town Council regarding:</p> <p>a) History of the Neighbourhood Plan project to date Richard Quarterman provided a summary of the Neighbourhood Plan's history since the project started in April 2017.</p> <p>The recent lack of progress with various facets of the Plan and the discussions at the Annual Town Meeting in March 2019 led to arranging this special Steering Group meeting, to which all Town Councillors were invited.</p> <p>b) Challenges met so far:</p> <p>i) Difficulty of recruiting and retaining volunteers This is primarily due to the volume and technical nature of the work involved in researching and developing a Plan. Steering Group members have also stood down for other reasons.</p> <p>It was acknowledged that more could be done to raise awareness of the Plan to the wider community, which may help with recruiting further volunteers.</p> <p>ii) Apathy from stakeholders The various sub-group leads have attempted to engage with stakeholders but at times have been met with a limited response. This may be due to a lack of urgent need to control development since no new large scale developments are currently planned.</p> <p>iii) Lack of 'burning platform' in the emergent Local Plan If the Local Plan is adopted as it currently stands, there will be no significant development earmarked for Yateley parish until 2032. The Steering Group</p>	

members were concerned, however, that this may change since the Local Plan is subject to review every 5 years following adoption.

The Steering Group discussed whether the Neighbourhood Planning process should continue and the following points were made:

- it should continue to protect the parish against future development should housing numbers in the Local Plan change at the review period;
- a Neighbourhood Plan enables the Council to benefit from higher Community Infrastructure Levy payments (if due) on smaller scale in-fill developments;
- a Plan would document what is required to maintain the village feel and to protect the parish's green spaces;
- the outcome of the Blackbushe Airport appeal to deregister common land on the site is still unknown. If the appeal is upheld, this may have a detrimental impact on the future development of the site;
- there should be consideration by the Council of the demand on the Steering Group to produce a technical planning document without the support of professional expertise;
- should development take place, the Council would have a legal basis for influencing new development and re-development, such as for the provision of starter homes and to protect listed buildings.

The Town Council's position on the Plan remains unchanged from when the Council first agreed to proceed with a Plan. Neighbourhood Planning is a community led activity. It was noted that more dialogue should be established with all areas in the parish, including Frogmore and Darby Green, to raise awareness since the project seems to be largely unknown. Volunteers can be recruited to conduct research, without necessarily having to sit on the Steering Group.

The Council has £20,000 budgeted for the development of a Plan and some of this can be used for specialist consultancy work. The Council will need to re-define the Plan's objectives before engaging with consultants.

It was discussed whether an update to the Yateley Village Design Framework was what is essentially required. Some Group members felt that very little in the Framework was actually implemented.

The consensus was that the Plan is still very much worthwhile pursuing but with a greater understanding of the Plan's objectives and with a focus on greatly improving community engagement.

c) Review of the strategic objectives and direction for the Neighbourhood Plan
After some discussion, it was agreed that the whole Steering Group should focus only on the housing sub-group and open spaces, as the two are interlinked.

There should be a re-launch of the Plan to stimulate interest from stakeholders. A communications strategy is required once the objectives for the Plan have been established, to include a full page update in the Council's newsletter.

The following action points were agreed:

- the Steering Group to bring together all of the initial research completed for the housing sub-group so that the content can be reviewed;
- the objectives for the Plan are to be clarified;
- the Yateley Village Design Framework should be reviewed to see if it can be of use to the Neighbourhood Planning process, although it is currently limited in scope;
- to identify local open spaces at potential risk from development;
- review the needs of the community.

Cllr Bailey left the meeting at 7.50pm.

Action: Richard Quarterman to circulate to the Steering Group the document that was produced following the survey.

The issue of recruiting more volunteers was discussed. Councillors could recruit through their networks, the Council should promote the Plan at community events, stands could be put up in public places, a professionally designed recruitment leaflet could be devised indicating the key skills required for volunteers (such as planning, architecture and legal skills).

Action: the recruitment of more Steering Group volunteers will be discussed at the next meeting.

d) Discussion on the role to be played by the Council in supporting the delivery of the Plan (if still required)

It was agreed to ask the Council to include Neighbourhood Planning as standing agenda item for Full Council following a Steering Group meeting. This was noted by the Town Clerk.

The Council can also improve its communication of the Plan via social media and leaflet drops, as previously discussed.

Cllr Pam Phelps-Jones and Gill Gray volunteered to set up a stand at the St. Barnabas Church community day on 8th June.

Action: Town Clerk to reconfirm Council representation on the Steering Group at the next Full Council meeting. *Addendum:* The Council agreed the following Steering Group representatives: Cllrs Gerry Crisp, Graham Cockarill, Greg Easterbrook, Jenny Cole, Tony Spencer and Gill Hennell.

4. **Any Other Business / Question**
No other matters raised.

5. To Agree Dates for the Next Meetings

The following Steering Group dates were agreed (all 7pm start):

9th July

10th September

12th November

The location for the meeting will be the Monteagle Centre but efforts will be made to find alternative locations and any venue change will be confirmed closer to the time.

Potential alternative meeting venues are as follows:

- Café 46 - £11.50 per hour.
- Frogmore Community College - £9.00 per hour (available for the next set of meetings).

Hall hire enquires have also been made with Frogmore Junior School, Frogmore Day Centre and the CAB in Yateley.

The meeting closed at 8.40pm.