

Neighbourhood Plan Steering Group Meeting Notes Wednesday, 6th October 2021, 6.00pm held virtually

Present: Richard Quarterman (Chair), Rayner Mayer, Cllr Tony Spencer, Cllr Stuart Bailey, Cllr Graham Cockarill, Katie Bailey (Consultant) & Rochelle Halliday (Town Clerk)

1. Welcome & apologies for absence

All Steering Group members were present. Cllr Cockarill also joined the meeting.

2. To agree notes from the last meeting on 22nd September 2021 (attached)

The notes from the last meeting were agreed.

It was noted that the Council will look to conduct Conservation Area appraisals in the future, most likely with the support of a specialist consultant. Crondall Parish Council recently completed this exercise and may be able to offer advice.

3. Review of Draft Plan – to review outstanding actions prior to informal submission to Hart District Council and Yateley Town Council

The outstanding actions from the last meeting was reviewed and the following comments made:

Evidence base document – Katie Bailey asked the Steering Group if they were aware of any other locally sources of technical evidence to support the NP policies, or if there was any local evidence still required. For example, a survey of the parish's local spaces or traffic surveys. The matter was discussed in detail. The Steering Group concluded that no further evidence was required.

Consultation Statement & Basic Conditions – **Action: Katie Bailey** to continue working on these documents. They will then be informally reviewed by Richard Quarterman, Cllr Spencer and the Chair of the YTC Planning & Licensing Committee, prior to the Plan being submitted after full council approval.

Policy NDFNP 7: Important Views – **Action: Cllr Spencer** to update the policy text, as discussed at the last meeting. Also to include clarification on Mount Eagle within the policy text, this was the original name. Cllr Spencer has already updated the Views Supplement. *Completed 07.10.21.*

Pre Submission Consultation: record of responses - **Action: Cllr Spencer** to provide text for response document to Claremont Planning and Gladman representations (both relate to the views policy).

Policy YDFNP12: Housing Mix – **Action: Cllr Cockarill** to review final text. *Completed 06.10.21.* Cllr Bailey had checked the text previously.

Creation of a policy map – completed by Richard Quarterman.

Confirm missing locally listed building – completed by Rochelle Halliday and to be shared with Katie Bailey. *Completed 08.10.21.*

Proof reading and illustrations – Richard Quarterman has proof read document. Rochelle Halliday has updated the front cover and index and will do a final proof read before submitting the document informally to Hart District Council. **Action: Rochelle Halliday** to drop in illustrations before full council review.

Final Draft – the Steering Group agreed, that subject to the minor amendments detailed above, the Plan is now ready for informal submission to Hart week commencing 11th October, review by the YTC's Planning & Licensing Committee on 15th October, and hopefully final ratification by Full Council on 25th October.

Should further time be needed for Hart District Council to complete the informal review, a special full council meeting will be arranged to ratify the Plan prior to formal submission.

4. Date of next Steering Group meeting:

- Tuesday, 2nd November 2021, 6.00pm by Zoom.

The meeting closed at 6.32pm.

