

Neighbourhood Plan Steering Group Meeting Notes Tuesday, 6th April 2021, 6.05pm held virtually

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

1. Welcome & apologies for absence

Richard Quarterman opened the meeting. All Steering Group members were present.

2. To agree notes from the last meeting on 2nd March 2021 & matters arising

The notes from the last meeting were agreed as an accurate record. The actions below were noted.

- Item 3:
 - TS/RM to grade views list against criteria before Volunteer Group meeting – suggested amendments to finalise views to be discussed between Richard Quarterman and Cllr Spencer. The view raised at the Town Council meeting between Darby Green and Sandhurst is already included but has not been identified as protecting a strategic gap.
 - RQ to create map showing final views – to be created once list of views has been finalised.
 - GC/RM to review local green spaces list against NPPF criteria before Volunteer Group meeting – it was agreed to delete this policy from the Plan.
 - RM/TS/GC to review wording for flooding policy and confirm with KB if revised text is technically accurate – Cllr Spencer to add in the three streams and has circulated the policy wording for review.
 - All to review list of community facilities (as emailed by KB on 19.02.21) and bring any amendments to the Steering Group meeting – it was agreed to amend as follows:
 - Adult Care - Frogmore Day Care Centre (this is a non-residential site)
 - Under Schools – Yateleys Health & Fitness (this is the gym and pool facility run out of Yateley School campus)
 - Under Community centres / meeting places
 - British Red Cross hut
 - Macrae Scout Hut (9th Bramshill Scouts)
 - Burrell Lodge Scout Hut (8th Bramshill Scouts)
 - RH to update and circulate reg. 14 consultee mailing list – completed and to be discussed during item 4.
 - RH to draft banner and poster design – completed.

It was agreed that the final deadline for text changes to the Plan is the end of April. Rochelle Halliday will be organising the consultation from the Council Office, with the consultation documents being emailed out on 7th May, ahead of the consultation start date of 10th May.

3. Review of progress

- Volunteer group actions / update from last VG meeting
The Volunteer Group met following the last Steering Group meeting. The ongoing involvement of the Volunteer Group was discussed and it was agreed that regular meetings will now not be needed. The Volunteer Group may be called upon to review representations arising from the Regulation 14 consultation.
- Review of pre-submission Plan following Town Council comments
 - Views – as discussed, the view between Darby Green and Sandhurst will be reviewed by Richard Quarterman and Cllr Spencer.
 - Flooding – it was agreed that the flooding issue at Weybridge Mead will be added. **Action: Richard Quarterman** to forward the information emailed by Cllr Collett.
 - Blackbushe Airport policy – the Steering Group discussed the proposal of the airport returning to common land, should the airport cease to operate. Katie Bailey raised concerns about how this could be delivered in practice, as there is already development on the site and the site is used for a range of commercial and non-commercial purposes. The Steering Group noted Katie

Bailey's comment but decided to amend the policy to reflect a desire for the site to return to common land / public open space if the airport was to close. The text will also be changed to reflect the recent court judgement to reject the Blackbushe Airport decommissionation case.

- River Blackwater designation of paths adjacent to private land as right of way – Katie Bailey circulated some wording to incorporate seeking the paths in the parish as dedicated rights of way, should the opportunity arise.
- Local Green Spaces – it was agreed to remove local green spaces from the Plan but the listing will remain as an appendix, as it was compiled during the preparation of the Plan.
- Other Plan areas to be completed:
 - Appendices – almost completed.
 - Comments on interim consultation statement (as emailed by KB on 19.02.21) and bring any amendments to the Steering Group meeting – no additional comments as the document looks fine.
 - Front cover and illustrations throughout draft Plan – some of the climate change posters could be used (that have not been included in the Consultation Statement). Steering Group to circulate any photos for inclusion. A front cover will be created by the Town Council Officers.
- To revise timeline – the Plan will need review and approval by the Town Council after amendments have been made following the consultation. This will be around September. Still aiming for the referendum in May 2022. **Action: Katie Bailey / Rochelle Halliday** to revise the timeline accordingly.

4. Regulation 14 Consultation preparation

- To confirm consultation period – agreed as Monday, 10th May to Friday, 2nd July.
- To agree publicity methods:
 - Virtual Q&A session either at Annual Town Meeting or arranged separately
 - YDGF NP and YTC websites
 - Twitter, Yateley Community Facebook, YDGF NP and YTC Facebook pages
 - YTC newsletter (will be delivered in June) – ideas for content and summary to be written
 - YTC noticeboards and flyer in shop windows
 - School newsletters
 - Banners and signs (limited signs to be rotated around parish) with QR code link to Plan documents
 - Display at Annual Town Meeting (proposed for 27th May)
- Statutory consultee list – the attached list was agreed
- Survey methods
 - SurveyMonkey
 - Paper form to be posted to consultees on request
 - Draft introductory letter for survey – **Action: Richard Quarterman / Rochelle Halliday** to work on this.

5. Date of next meeting

- Steering Group: 4th May 2021, 5.00pm to be held by Zoom

The meeting closed at 7.15pm.