

Neighbourhood Plan Steering Group Meeting Notes Tuesday, 2nd February 2021, 6.35pm held virtually

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

1. Welcome & apologies for absence

Cllr. Tony Spencer was not present.

2. To agree notes from the last meeting on 1st December 2020 & matters arising

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

The following matters arising were reviewed:

- Item 2 - RQ to contact Volunteer Group (completed)
 - KB to produce list of maps required and send to RQ (completed)
- Item 4 - RH to obtain stats on pedestrian and cyclist road fatalities and the reduction in bus services (in progress – received fatality stats from HCC and working on bus service info)
 - KB to make agreed changes to Plan before YTC meeting (completed)

3. Review progress

Version 5 of the draft Plan was circulated to the Steering Group before the meeting.

- Against overall timeline for each policy area & to do list
 - Glossary – ongoing.
 - Review & amend draft Plan – ongoing. Latest version has been circulated to Steering Group. Evidence missing for some policy areas.
 - Localisation of text – local references and illustrations to be added in some places. Review of localisation to be completed once all content has been added.
 - List of maps – a few maps to be added from list supplied by Katie Bailey. Maps for views and community facilities still to do.
 - Complete appendices – required for views and community facilities.
 - About Yateley – Cllr. Tony Spencer is working on this. **Action: Rayner Mayer** - offered to complete the final review of text.
 - Evidence - Local Green Spaces: each space has to be evidenced against the NPPF criteria. Alison Hewitt has compiled a list of green spaces, for further review. Will need to evaluate whether existing designations on these spaces offer sufficient protection. **Action: Katie Bailey** – to circulate current green spaces list for review before next meeting (completed) with a view of finalising at the next meeting.
 - **Action: Rochelle Halliday** – to follow up actions on outstanding Volunteer Group evidence with Cllr. Tony Spencer.
 - Consultation – consider methods under current COVID-19 restraints. Survey Monkey, social media, websites and noticeboards to be used. Need to be aware of purdah. Will aim to complete pre-submission draft by early March, but will review go live date for Regulation 14 Consultation immediately prior to Full Council meeting on 15th March. **Action: Rochelle Halliday** – to contact Hart DC for statutory consultee list (completed & list received) and to follow up purdah rules with the Hart DC Monitoring Officer (completed & response received).
- **Action: Richard Quarterman / Cllr. Stuart Bailey** – to provide feedback to Katie Bailey on the comments in red on version 5 of the Plan.
- Katie Bailey is working on the draft Consultation Statement and will be asking Steering Group members to ensure all prior consultations have are included in the document.
- Hart screening opinion – the initial environmental screening report was noted.
- Subject to further discussions regarding purdah and the content being ready, the draft Plan will be forwarded to the YTC Full Council meeting on 15th March for approval.

4. Volunteer Group update

Further evidence work is required on views, Local Green Spaces and community facilities.

5. Entry Level Exception Site

The Steering Group was recently approached about a potential entry level exception site, after the draft policies were finalised. A generic policy is already included in the Plan to cover such sites.

The Steering Group reviewed the site information and agreed that the existing policy on entry level exception sites is adequate and should, therefore, remain unchanged.

6. Date of next meeting: Tuesday, 16th February 2021, at the earlier time of 6.00pm.

The meeting closed at 7.37pm.