

Neighbourhood Plan Steering Group Meeting Notes Tuesday, 17th November 2020, 6.15pm held virtually

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

1. Welcome & apologies for absence

All Steering Group members were present. Cllr. Bailey joined the meeting as Leader of the Council.

2. To agree notes from the last meeting on 14th October 2020 & matters arising

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

The following matters arising were reviewed:

- Item 1 - RH to add Town Council engagement issue to next Full Council agenda - completed
- Item 3 - KB to send reminder to group regarding consultation audit - completed
- Item 5
 - KB to add reference to Local Plan gaps policy and specific locations to the Plan - completed
 - RM to send details of poster competition and residents survey to KB - completed
 - KB to devise format for community ambitions and CIL funded projects - completed
 - RH to find out if Town Council wishes to see draft Plan prior to HDC screening - completed
- Item 6 - RH to add site allocation decision to Full Council agenda - completed

3. Town Council engagement

Richard Quarterman attended the last Full Council meeting to express his concern at the lack of engagement by the Council. The Neighbourhood Plan will now be a standing agenda item for the Planning & Licensing Committee, so that regular updates can be discussed. Cllr. Bailey added that he hopes to attend future meetings to improve overall engagement.

It was acknowledged that the Neighbourhood Plan should be community-led and balanced with engagement by the Council.

A link should be maintained between the Steering Group and Yateley Climate Action Network (YCAN) to consider climate change topics that fall outside the scope of the Neighbourhood Plan. This will be achieved through Cllrs. Spencer and Griffin, who sit on the Planning & Licensing Committee, Community & Environment Committee and YCAN.

It is important that the Steering Group takes an active role in directing policy decisions. The Volunteer Group will complete research and policy writing in greater depth.

4. Verbal update following Volunteer Group meeting on 27th October 2020 & to agree that Volunteer Group meetings will only be convened when required

The Volunteer Group is currently working on a more offline basis, with fewer formal meetings. Greater involvement in policy writing is required, along with collating the policy evidence. Policy development work will be supported by Katie Bailey.

Action: Richard Quarterman to contact the Volunteer Group members to clarify their role.

5. Review of progress against overall timeline for each policy area

Katie Bailey's update report was reviewed and several of the draft policies were discussed.

Action: Rayner Mayer to send initial policy review comments to Steering Group members to agree / amend / add prior to issuing to Katie Bailey as a single document.

Design Policies

It was agreed to use the Hart Urban Characterisation Study, the Yateley Village Design Framework and comments from the resident survey to build the design policy. A high level approach should be taken, based on the distinct features of Yateley, Frogmore and Darby Green, as there are variations. No further evidence should be required.

About Yateley Parish

Local input is required to personalise this section. Steering Group members felt that the text already reads well but a local interest group could be asked to review it.

Parking

Encouraging active travel should be part of the Plan. Steering Group members discussed whether a parking policy is required since parking standards are being updated by HDC. It was agreed to remove the parking policy if it was not a strong theme in the resident survey. Some residents indicated in the resident survey that improved parking is desirable in the town centre areas.

Cllr. Cockarill left the meeting at 7.07pm.

Employment

The Blackbushe Airport policy references employment opportunities.

The Steering Group discussed whether a policy could be included to support the provision of shared office facilities, given the growing trend of working from home. Evidence exists to support this policy. **Action:** Katie Bailey to draft a policy based on available evidence.

The development of the green infrastructure will generate more local jobs. **Action:** Rayner Mayer to draft a policy around this linked to land based development and Katie Bailey will see if it meets any of the objectives in the Plan.

6. Allocation of development sites in the Plan – discuss and agree whether there is evidence to support site allocation (note regarding starter homes attached)

The allocation of development sites was discussed at the last Full Council meeting. Comments have been made regarding the provision of affordable housing, which was also reflected in the resident survey. There is a desire for more starter homes, shared ownership and housing association properties.

The key issue is that, other than the Motoright site, the availability of land is limited in the parish. The Local Plan does not currently allocate any new development in the parish. The Steering Group discussed the inclusion of an exception site for the provision of affordable homes, although the same issue applies. An exception site should be attached to an existing settlement. The Town Council may wish to explore this further. **Action:** Rochelle Halliday to contact Nicola Harpham at HDC to find out what may be possible.

It was concluded that the allocation of development sites and, therefore, a call for sites, is not feasible due to the lack of potential land availability. There is the option of including a generic statement regarding the need for affordable homes, which could cover windfall sites. Design principles can also be used to control any small developments, in conjunction with relevant policies in the Local Plan.

7. Review of community ambitions and CIL funded projects

This topic falls outside of the main Plan and is for the Council to consider. Many of the areas are to be considered through YCAN, which is a working group of the Community & Environment Committee. **Action:** Richard Quarterman / Rochelle Halliday to discuss how the community ambitions can be taken forward.

Rayner Mayer left the meeting at 7.43pm.

8. To agree initial maps required for the Plan

Richard Quarterman volunteered to collate the maps for the Plan.

A map is required to help identify if there are any potential areas for an exception site. For this, a map is required to show the settlement boundary, SPA boundary and buffer zone, flood zones 2 and 3 plus the SSSI.

Action: Katie Bailey to compile a list of maps that are required.

9. Hart District Council screening – to review submission document

Katie Bailey requires some further feedback from the Steering Group regarding the policies that have been drafted.

The pre-submission Plan will be reviewed at the Planning & Licensing Committee meeting on 8th December, 6.30pm, prior to HDC submission.

10. Date of next meeting:

- Steering Group: 1st December 2020, 6.30pm.

The meeting closed at 8.00pm.