

## Neighbourhood Plan Steering Group Meeting Notes Tuesday, 16<sup>th</sup> February 2021, 6.00pm held virtually

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

### 1. Welcome & apologies for absence

Richard Quarterman opened the meeting.

### 2. To agree notes from the last meeting on 2<sup>nd</sup> February 2021 & matters arising:

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

- Item 3:
  - RM to complete final review of About Yateley text
  - KB to circulate Local Green Spaces list (completed)
  - RH to contact Cllr. Spencer regarding VG update (completed)
  - RH to contact HDC for statutory consultee list and to follow up purdah rules with Monitoring Officer (both completed)
  - RQ / SB to provide comments to KB regarding items highlighted in v.5 of draft Plan

### 3. Review of progress:

Against overall timeline for each policy area & updated to do list

**Action: Rochelle Halliday** to look for dates of 2018 consultation and the vision and objectives flyer.

**Action: Richard Quarterman** to draft Foreword before the next meeting.

The amendments highlighted in the draft Plan, version 5.1, were considered to be acceptable. A full review will be undertaken when all of the content has been incorporated.

#### Volunteer group actions

- Views – Cllr. Spencer is currently processing a large number of photos for the views – **Action: Cllr. Spencer** to complete. Photos will need to be filtered down for the final version. Need to consider whether views already protected by an environmental designation should be included. The photos can also be used for illustrating the Plan. Cllr. Spencer will circulate list of views to the Steering Group (completed). **Action: Richard Quarterman** to create a map of the final views selected for the Plan.
- Local Green Spaces – **Action: Rayner Mayer** to bring together information on green spaces with Alison Hewitt and Alison Blanchard. The existing list created by Alison Hewitt will be used as a basis for the analysis.
- Community facilities – no report received and to be progressed through Volunteer Group.
- Flooding statement – Cllr. Spencer is to write a supporting paper on flooding, ideally before the consultation. The paper should summarise the issues, rather than going into detail. **Action: Rayner Mayer** to work with Cllr. Spencer on producing the flooding paper – to be completed in the next 2-3 weeks.
- Next Volunteer Group meeting – **Action: Cllr. Spencer** to organise meeting for next week to follow up on the outstanding pieces of evidence.

#### To receive final Hart screening opinion

Final report received. No environmental assessments (SEA or HRA) are required.

### 4. Regulation 14 Consultation preparation:

To agree non-statutory consultees

It was agreed to add the following organisations to the regulation 14 consultation list:

- The Yateley Society
- Yateley & District Gardening Society
- Yateley & District Lions
- Blackbushe Airport
- Churches in parish & other faith groups
- Blackwater Valley Countryside Partnership
- Blackwater Valley Trust
- Daisy Chain Café
- Alzheimer's Society (for local area)
- Yateley Industries
- British Red Cross (local branch)
- Vision 4 Youth
- Yelabus
- Citizens Advice Hart
- Stagecoach
- Bell Cornwell
- Local housing associations: VIVID, Hanover + others
- Royal British Legion
- Walking group

Depending on the local green spaces policy, any land owners mentioned in the Plan will also need to be consulted.

The parish councils adjoining the Hart Local Planning Authority (LPA) need to be added, along with all parish and town councils within the LPA.

**Action: Rochelle Halliday** to finalise consultee mailing list and cross check with information provided from Hart.

#### Consultation methods

Survey Monkey is to be used and a paper form will be available. Members of the public can comment in any way they choose, as long as it is in writing and they include a name and address. Responses will be steered to Survey Monkey.

#### Publicity

NP & YTC websites, social media (on repeat), YTC newsletter, signs, YTC noticeboards.

#### Timing of the consultation

The impact of purdah and the outstanding content for the Plan was discussed. If the consultation was to be in May, there could be a delay in holding the referendum in May 2022. The referendum does not, however, need to be aligned to the May elections, though this can improve voter turnout.

It was agreed to press ahead with finalising the Plan content ready for approval at the Full Council meeting on 15<sup>th</sup> March. The documentation will need to be with the Town Clerk by 10<sup>th</sup> March.

#### **5. Date of next meeting:**

- Steering Group: 2<sup>nd</sup> March, 6.00pm by Zoom.

The meeting closed at 7.00pm.