



## **Joint St Helen Without and Wootton Neighbourhood Plan**

### **Minutes of the Steering Group (SG) Meeting Held on Wednesday 27 June 2018 at 7.00pm WADS Community Centre**

**Present:** Carole Page (CP) Chair, Mike Ricketts (MR), Cllr Phil Painting (PP), Jan Banfield (JB), John Ashton (JA), Cllr Laurence Brockliss (LB), Cllr Richard Bahu (RB), Kate Zarnecki (KZ), Denis Walton (DW), Rose Osborne (RO),

G Clarke – Minutes

#### **Members of Public in Attendance:**

None

#### **1. Apologies for Absence:**

Apologies were accepted from Andrew Lane.

#### **2. Declaration of Personal or Personal and Prejudicial Interests (PorPI):**

No declarations were made by SG members other than those previously declared except for JA, who in addition to his original declaration of interest at the first meeting of the SG, declared an additional personal interest – he has now retired from practice, however he is now a consultant for a housebuilder/developer who has an interest in a plot of land within the Designated Area and within the Green Belt.

There was a discussion about the area, which has been identified on a strategic vista in the draft NP.

The SG agreed they were happy with JA remaining on the SG and accepted his declaration of interest, subject to him absenting himself from related discussions.

#### **3. Minutes of the Last Meeting:**

The minutes were approved and signed by CP.

#### **4. Matters Arising from Previous Minutes:**

P1 – MR had completed his action.

P2 – CP action to further contact A Maxtead VWHDC. CP outlined the content of an e-mail she had received regarding the assistance that could be provided to the SG following the meeting held in May 2018. The support would be limited because of resourcing issues at VWHDC. A Maxtead confirmed that written comments on the NP would be submitted following the end of the consultation period. A further meeting had been suggested by A Maxtead so that the SG could discuss any amendments to the NP with VWHDC.



P2 – WADS newsletter action had been completed.

P3 – NMcG diary commitments action – JA confirmed that NMcG is on holiday from 21 July to 28 July.

NMcG would like to write the Basic Conditions Statement before 21 July and return to the SG.

The SG hopes to have the plan finished by 13 July but this depends upon the number and content of the comments received.

JA, JB, RB, RO, KZ and PP agreed to work on the consultation feedback, sourcing any further information/detail needed for the NP.

## **5. Matters Raised by Members of the Public:**

There were none.

## **6. Debrief with DIO Presentation – 21 June 2018**

Following the meeting with DIO and Carter Jonas the SG noted the importance of being aware of language used and detail given in any future meetings/discussions.

The NP agreed that at any future events the Chairs/ Vice-Chairs of PCs/SG only should respond.

In general the NP conforms to LPP1.

The view was that Carter Jonas was critical of the NP from the outset of the meeting. They had also prepared a summary critique of the NP policies.

**The DIO consultation feedback has been received by CP and she will forward onto the SG members who had not received it before the meeting. The document details the adverse comments to the NP.**

Carter Jonas have developed a concept masterplan in isolation to the SPD being developed by VWHDC. It was noted that the VWHDC had not been invited to the meeting. The concept masterplan will be circulated to the SG electronically when received from Carter Jonas.

There is no appreciation of the consequences of taking land from the green belt to the local community

It is clear that a lot of time and money has been spent by the DIO on developing the concept masterplan brochure.

It is thought that the VWHDC will present similar comments to those of Carter Jonas against the NP.

If the NP is made before LPP2 is adopted, it will hold as much weight as LPP1. The NP is compliant with LPP1, it does not have to comply with LPP2.



As tax payers, there is a genuine concern of the cost of the consultants working for the VWHDC and DIO (Carter Jonas) and how much the whole project has cost to date.

*Question – why is Carter Jonas critiquing the NP?*

They act for the DIO/MOD and are in the heart of the NP Designated Area. As such they are key stakeholders and as such the SG had to consult with them regarding the NP.

*Question – will the NP be responding to the critique to the NP?*

The Statement of Community Involvement will contain the comments received and our response to them.

JA outlined the invitation he had received to visit Dalton Barracks to get a feel for the area. The SG agreed that JA should take up the invitation ASAP.

It was noted that Derek Kelso the SSO at Dalton Barracks was not aware of the existence of the concept masterplan.

From the masterplan delivery document, the following was noted by the SG:  
North South Road No4 bus route in plan did not refer to diverting bus route – minimal detail.

Garden City Principles referred to instead of Garden Village – the detail is packaged as for Garden Village. The principles of both are very different.

SG confirmed that the Delivery Document link is awaited from the DIO.

Any risks/ threats to this delivery document have been minimised in the document.

## **7. Pre- Submission Neighbourhood Plan (NP) Update and Next Steps**

The consultation will close on 6 July.

To date a minimal number of comments had been received.

All comments/feedback received will not be individually acknowledged/responded to, reference to the detail will be made in the consultation statement. RB confirmed he was in the process of writing the statement.

Any changes to the NP will be annotated in the summary to the plan.

(Gwen Morgan (GM), volunteer graphic designer, joined the SG to discuss her initial work on final version of NP).

The suggested typesetting of the document was discussed and the SG was happy with the suggestions made by GM.

JB hopes to be able to send the final NP to GM during the second half of the week commencing 9 July.

JB hopes to be able to make initial edits to the NP from comments received between 2 and 6 July.

The summary will also detail the statutory bodies that had been consulted and whether they had responded.



It is important to document all feedback received even-though some will probably be duplicated. This detail will be added to the consultation statement.

Discussion took place with regard to the Insight profiles and that some of the detail is not accurate – the data is broken down by how the county is populated and not by parishes so the profiles do not strictly reflect the parishes as they stand – the profiles have gaps in them. It was noted that the profiles are not definitive of the population of the parishes/areas in the NP.

The questionnaire report includes the latest Insight Profile data.

The NP agreed that the latest profiles should be used which will mean a number of changes to the first half of the NP. JB will take this forward and ask for assistance as necessary from SG members.

It was confirmed the questionnaire analysis had been completed.

The consultation statement will be ready by early July and will be in a similar format to the questionnaire analysis. RB was thanked for his work on writing the statement.

Louise Thomas, CA consultant, will be updating the maps to send to GM.

Photos to be used on the front cover of the NP will be sent to GM. RB will send this week.

GM confirmed she should be able to complete her work within a week – from 9 July.

GM was thanked for all her help.

It was confirmed that green and blue are our NP logo colours and should be used in the final document.

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KZ was asked if she could assist Louise Thomas in developing a template to detail the evidence using the questionnaire analysis, place check, character assessment, photos and related maps.

JB asked that the lines on the maps around the spaces could be checked and agreed by SG members who had a greater knowledge of them. This needs to be done ASAP.

Once all of the information has been gathered, maps updated, Louise and ZK can then work on the final version of the template and fill any gaps around the evidence.

This work will need to be completed by 9 July 2018 and sent to JB and members of the SG working on the NP edits.

JB confirmed that the SG's LPP2 statement had been submitted to Ian Kemp. He has confirmed that only one hard copy and one soft copy of the NP needs to be submitted. There is no indication that the examiner will not look at the NP, so that is good news.

CP and SG acknowledged the amount of work and time that a small number of individuals, JB in particular, have spent on the development of the NP, especially on top of their daytime commitments. All were thanked for their time and effort on the NP.

**MR confirmed he was preparing the budget spend to date. CP asked for this as soon as possible as she may need to present a business case for further funding in due course.**



RO confirmed she would be available to help the SG with any of the policies should this be needed.

## **8. VOWHDC Workshop Update**

The workshop did not take place.

## **9. Any Other Business**

It was hoped that all the NP work would be completed by September 2018.

It was confirmed the VWHDC will run the referendum – 51% of those that vote need to support the NP to ensure it is passed.

The SG could attend on the day of the vote as observers.

The following documents will be placed onto the website in due course:

Final NP

Questionnaire report

Basic Condition statement

Consultation summary.

## **10. Next Meeting – 18 July 2018, Dry Sandford Primary School – 7pm**

### ***Dates for 2018:***

*8 August (WADS), 29 August (WADS), 19 September (Shippon Church Hall), 10 October (WADS), 31 October, 21 November, 12 December.*

There being no further business the meeting was closed at 8.35 pm