

BOTLEY PARISH COUNCIL



Minutes of the **Neighbourhood Plan Committee Meeting**
held on **Wednesday 19 December 2018** at 7:15pm in the Committee Room
at the Botley Centre, High Street, Botley

Present:

Voting Cllr members: David Weeden (Meeting Chairman); Ron Clark, Graham Hunter, Jeff Jones, Colin Mercer, Stephen Wildin

Voting non-Cllr members: Peter Kemp

In attendance:

Minutes Secretary: Mrs Rosemary Nimmo

Non-Committee Councillors: 0

Members of the Public: 1

30/18/NPC Apologies for absence

Apologies for absence for personal or business reasons were received from Cllr Sue Grinham and Cllr Adrian Trace. Cllr Roger Hann has resigned from the Committee. Cllr Angel Myerscough has resigned from the Parish Council and the Plan Committee but will continue as a member of the Health Working Group (WG). The Chairman welcomed Peter Kemp to the Committee.

31/18/NPC Declarations of Interest

No declarations of personal or pecuniary interest were made in relation to items on the Agenda.

32/18/NPC To approve the Neighbourhood Plan Committee minutes of 14 November 2018

The minutes were approved unanimously and signed by the Chairman.

33/18/NPC Matters arising from the minutes of the previous meeting

33.1 26/18/NPC Cllr Jones was confirmed as a member of the Housing Working Group.

34/18/NPC Question time/public session

There was no public input.

35/18/NPC Purpose for developing a Neighbourhood Plan (NP)

At the Chairman's suggestion it was agreed to postpone this item until further work on the Plan structure has been carried out and all the Committee members were present.

36/18/NPC Revisions to the Committee's Terms of Reference and Supporting Operational Policy

These were agreed by the Parish Council on 14 December 2018. Cllr Mercer confirmed that they will shortly appear on the NP page of the Botley website.

37/18/NPC Training for Committee members

37.1a The Chairman has searched for providers who can offer a 3 to 4 hour session on a Saturday, covering general features of an NP. He has four possibilities:

- a) Tony Charles - cost approximately £220.
- b) South Downs National Park - cost currently unknown
- c) Stephen Morgan, a QC specialising in planning law (recommended by Cllrs Mercer and Hunter) - cost and availability currently unknown
- d) Planet, a specialist group who can provide 3 to 4 hours of bespoke training - cost £550 + VAT Also, they run topic specific sessions at £60 per delegate. The currently arranged future sessions were circulated and will be emailed to all Committee members.

37.1b The Chairman gave his thoughts on the possibilities. We already have free access to Tony Charles at any time; South Down has not been forthcoming on features or cost and he thought that Stephen Morgan might have too narrow a focus on legal matters. He felt that Planet was probably the best bet. They would give specific advice on the Botley/EBC relationship and would allow the session to be as interactive as required.

37.1c Therefore, it was agreed that the Chairman will contact Planet to find suitable Saturdays in January or early February. Also, he will check when the Diamond Jubilee Hall is free.

38/18/NPC Funding for the Neighbourhood Plan process

The application went to Locality on 14 December and might be going before the panel today, in which case we can hope to get the money sometime next month – January 2019. The amount applied for is £5334 but we may not get the whole sum as any surplus would have to be returned on 31 March 2019, and then re-applied for in the new financial year.

39/18/NPC Advertising the relaunch of the Neighbourhood Plan

Posters are on all Parish Council and Botley Market Hall notice boards and in some Botley shops, the same wording has been sent to the Botley News, the Botley Bridge, the Southern Daily Echo and the Hampshire Chronicle. It is

on the Botley website and various other Facebook and web information pages. Other suggestions were the Botley Park Hotel, The Pear Tree and possibly the developers' offices at Boorley Green. The Chairman and Bob Nimmo will investigate.

40/18/NPC Attracting non-Councillor members for the Committee

Cllr Hunter has a possible volunteer who cannot make Wednesday evenings but would join a WG. Cllr Mercer is in discussion with Kevin Barton. It was suggested that we approach the WI and the Market Hall Trustees. The Chairman stressed that it was essential to gain more non-Cllr members and asked everyone to keep looking for recruits.

41/18/NPC Meeting with Eastleigh Borough Council (EBC) planners

We have had no success in arranging a meeting. EBC did not reply to Tony Charles's formal letter of last year and although our new Chairman, Cllr Weeden, has phoned and emailed several times we do not even have a nominated person to meet. The Chairman will contact Diccon Bright and Graham Tuck and Cllr Mercer is working on various Council contacts. Cllr. Hunter said that, if necessary, we could ask the Department of Housing, Communities and Local Government to remind EBC of its responsibilities. Cllr Hunter said that EBC have a list of Policies for the Local Plan (LP) identified by number and title but we have not yet had sight of it. The Chairman will ask for this again.

42/18/NPC Project Plan

The Chairman asked all the WGs to get some written output, even if only a rough draft, before the January meeting. Cllr Wildin, the Project Plan Co-ordinator, will complete the workstream headings for each WG and let the WG Leads have a copy of these workstreams. Also, Cllr Wildin requested that the WGs should look at any previous work and tell him what had already been done. He has drafted a list of likely subjects for each WG and these will be sent round also, with suggested timescales.

43/18/NPC Working Groups and WG papers

- 43.1 Draft documents had been circulated with the Agenda.
- 43.2 The Chairman suggested that with the current lack of Committee members it might be necessary to temporarily suspend the Operational Policy limiting Cllr to membership of only two WGs.
- 43.3 The Chairman said that we must accurately capture and reflect the views of the residents, even if they cannot be Policies, and describe what is happening in our area.
- 43.4 The Chairman said we must make certain that the workstreams for each WG cover the relevant issues. The WGs are not writing policies but producing the evidence base from which Tony Charles will produce the Plan policies. It is likely that at a later stage we will appoint someone to write the final Plan.
- 43.5 The Chairman reported that he is working through previously produced papers and will send them to the WG Leads as appropriate.
- 43.6 The Chairman suggested to Peter Kemp that he might like to join the Housing Group and hoped that he might join one other WG. He will give it thought.
- 43.7 Housing
- 43.7a Cllr Hunter (Lead) has identified sites with permission granted and sent the details round. He is now going through planning applications up to 2017. Permission for 2217 dwellings have been granted in the last five years, all hostile except for 499. He suggested that the next step is to go through the SHLAA again to identify small sites for possible inclusion in our Plan. In reply to a question from the Chairman he said that it is unlikely that we can comment on sites adjacent to the Parish, as they will be outside our specified Plan boundaries. Cllr. Mercer said they could go into the "Context" section.
- 43.7b Cllr Hunter also warned that we need to keep watch on the developers and make sure that they are engaged in the NP. Cllr Mercer mentioned the aggressive intentions of a developer towards land S-W of Maddoxford Lane, running down to the Hamble. However, development could not take place while Fisher German are planning a new pipeline. Cllr Hunter added that a Direct Development Order was in place that blocked any activity indefinitely. However, he was concerned about further developer activity over land off Precosa Road, which is not in the emerging EBC LP.
- 43.7c Tony Charles has recommended Sherfield-on-Loddon NP, as a good Made Plan to study.
- 43.7d Cllr Hunter reported that Cllr Williamson is joining the Housing WG and will produce information on affordable housing.
- 43.8 Education
- 43.8a Cllr Jones (Lead) circulated a record of activities to date and described the development of the Education working paper.
- 43.9 Locality
- 43.9a Cllr Clark (Lead) felt there should be a chapter on geology in Heritage, because of the multiple underground aquifers. Also, oil deposits were important. He would look to precisely date listed building sites. The Chairman was mindful that he is now suggesting five large subjects for this WG, so certain parts will need to be prioritised, it can't all be done at once. Cllr Mercer reminded us of Botley's rich musical heritage which should also be included.

43.10 Transport

43.10a Cllr. Mercer (Lead) reported that his group is working on the various aspects of re-designing the Square, discouraging through traffic and attracting footfall. He has personally sounded out some of the traders and residents, floating ideas and noting reactions. The traders must be involved in any future plans.

43.10b Cllr Hunter commented that Hampshire County Council should be doing consultations regarding Botley Square, as part of their by-pass planning.

43.11 Infrastructure WG

43.11a The Committee believe that Derek Oswald is working with the Uplands Farm listed Buildings planning group and this group might provide useful input for the Infrastructure WG. The Chairman will seek Derek's views.

43.12 Communications WG

43.12a Cllr Weeden (Lead) reported that he has worked through 257 survey results from 2016, correcting some inaccurate data entries and making a simple working analysis. This will go into his group's evidence base. He will next move on to the 2017 survey. He thanked Cllr Hunter for all the work that he had done finding documents from previous NP work.

43.12b Currently little information about the 2016 and 2017 public meetings had been found. Cllr Hunter thought that the "post-it" notes collected at the 2016 meeting had been given to the Parish Clerk for safe keeping and Mrs. Nimmo thought that the notes from the 2017 exhibition had been similarly stored.

44/18/NPC Correspondence

No items of correspondence had been received.

45/18/NPC Date of next meeting

The next meeting will be on Wednesday 16 January 2019 at 7.15 pm.

The meeting closed at 9.03 pm.

Date: _____ Chairman: _____

These minutes could be the subject of amendments which will be recorded in the minutes of the following meeting