

BOTLEY PARISH COUNCIL



Minutes of the **Neighbourhood Plan Committee Meeting** held on **Wednesday 20 February 2019** at 7:15pm in the Committee Room at the Botley Centre, High Street, Botley

Present:

Voting Cllr members: Cllr 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

60/18/NPC Apologies for absence

Apologies for absence for personal or business reasons were received from Cllr Sue Grinham

61/18/NPC Declarations of Interest

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

62/18/NPC To approve the Neighbourhood Plan Committee minutes of 16 January 2019

The minutes were approved unanimously and signed by the Chairman.

63/18/NPC Matters arising from the minutes of the previous meeting

There were no matters arising.

64/18/NPC Question time/public session

There was no public input.

65/18/NPC Attracting non-councillor members to the Committee

The Chairman said that there have been some expressions of interest, but no one has definitely signed up as yet. Determined recruitment efforts must continue as before.

66/18/NPC Meeting with Eastleigh Borough Council (EBC) planners, 28 January 2019

66.1 The draft notes from this meeting had been circulated with the Agenda.

66.2 Cllrs Weeden, Mercer and Hunter, and Tony Charles (TC) met with Warren Jackson-Hookins, EBC Planning Policy Specialist, and Julia Birt, HEWEB Local Area Manager. It was a very helpful and cooperative meeting. Ours is the only NP being undertaken in the Borough.

66.3 Some of the principal points raised were:

66.3a There are 13 Strategic Policies in the emerging EBC Local Plan (LP) with which our Neighbourhood Plan (NP) must be in general conformity;

66.3b Our NP must contain a clear statement on housing for the planning period to 2036 and any other non-housing matters where there is a clear public view;

66.3c EBC will pay all direct costs of the Public Consultation and Referendum but Botley Parish Council (BPC) will be responsible for any advertising material sent out before the Referendum;

66.3d It seems that EBC housing numbers may be in doubt and we need to be clear on our understanding of these numbers. TC is making it clearly understood to EBC that our enquiries about these numbers are solely to ensure the accuracy of our NP;

66.3e EBC confirmed that they are unable to supply Housing Need data specific to Botley;

66.3f Our NP will require a Strategic Environmental Assessment (SEA) Screening Assessment to decide whether the draft NP will have serious enough environmental impacts to require a full SEA;

66.3g Similarly, a Habitats Regulation Assessment (HRA) Screening Exercise will be required to decide if a full HRA is needed;

66.3h Should a full SEA and/or HRA be required consultancy input is strongly recommended, and;

66.3i It is estimated that the Deer Park Primary School will open September 2021, but this may be optimistic. Cllr Jones commented that the Hampshire Strategic Plan shows a Primary School at Boorley Gardens planned to open in 2022.

66.4 Various items on the Agenda were deferred to a future meeting in a few months time, although the Chairman commented that we could not expect much from EBC while the LP Public Examination was underway.

66.5 The Chairman felt that, if the EBC LP is proved sound, we will now hope to have our draft NP ready for presentation to the BPC by December of this year, so that it is made just after the LP is adopted. However, if as seems possible, the LP fails it will be vital to get our NP in place as quickly as possible.

67/18/NPC Botley NP web page

67.1 The Chairman said that in future he will not circulate documents that are available on the restricted section of the NP web page but will provide the relevant location and file name on the NP web page. All documents will be the latest version. Once any document has been approved by the BPC it will be made

available in the public section of the NP web page. He reported that 98 documents had been loaded so far.

- 67.2 Cllr Mercer presented guidance for using the site, showing the layout of documents. The main Botley web site will have sections for the Agendas and Minutes of the BNP Committee, which are available to the public. The Chairman requested that Cllr Jones and Mrs Nimmo be given access to the restricted section of the NP web page. He said that the organising of the new site is taking much work by Cllr Mercer and thanked him for this.

68/18/NPC Project Plan

- 68.1 TC's new drafts of the NP Contents and List of Topics Papers (TPs) had been circulated with the Agenda.
68.2 Cllr Wildin is reviewing TC's suggested contents for the TPs and incorporating them into each Working Group (WG) plan. These plans should be ready by next week.
The Chairman said that WG Leads need to look at their workstreams and assess if the content is appropriate for them. Items can be added or removed as necessary. Anything thought suitable should be added to the evidence base, as TC will sieve through this when selecting items for the relevant TP.

69/18/NPC Documents to be noted

- 69.1 Each month on the Agenda there will be a section noting any new documents placed on the NP web page and for which discussion at a future Committee meeting is not planned.
59.2 To note this month are:
59.2a The AECOM meeting notes relating to our request to Locality for funding for a Housing Need Assessment (HNA), which appears to have been well received and we should have a result by the next meeting (*NP Documents-Other Documents-AECOM meeting note 06 Feb 2019*);
59.2b An article concerning the NP, which will be in the March edition of the Botley Bridge (*NP Documents-Communication-Botley Bridge article Mar 2019*);
59.2c An article concerning the NP, which will be in the March edition of the Botley News (*NP Documents-Communication-Botley News article Mar 2019*);
59.2d The EBC meeting Agenda and Notes (*NP Documents-Other Documents-EBC meeting Agenda 28 Jan 2019, NP Documents-Other Documents-EBC meeting Notes 28 Jan 2019*, and);
59.2e The Chairman's February report to the BPC (*NP Committee Minutes (all)-Reports-Report 2019 02 (12 Feb)*).

70/18/NPC Documents for next meeting

- 70.1 Each month on the Agenda there will be a section noting documents placed on the NP web page for discussion at the next Committee meeting.
70.2 For the next meeting the members were asked to read the following papers:
 - Heritage WP npc v4 2019 in NP Docs/Locality
 - Heritage & Design TP7 v4 full 2019 in NP Docs/Topic Papers
70.3 The Chairman noted that TC found the Heritage WP most helpful and had included almost the document in his Heritage & Design TP and thanked Cllr Clark for his efforts.

71/18/NPC Documents for this meeting

- BNP Contents TP v6 2019 in NP Docs/Topic Papers
- BNP Topic Paper List v6 2019 in NP Docs/Topic Papers
- Botley SHLAA assessment WP npc v7 2019 in NP Docs/Housing.

72/18/NPC Working Groups

- 72.1 The Chairman is collecting together unfinished or part-formed work from previous working groups and will send these to the appropriate Leads.
72.2 Communication
72.2a The Chairman reported that data from 100 of the 217 questionnaires from 2017 has been entered in the data base. All data and comments from them should be uploaded by the next meeting. He is keen to get a WG meeting as soon as members are available.
72.2b The BPC has approved the publicity document that will appear in the coming issues of the Botley Bridge and the Botley News. The Chairman said that it is vital for people to understand that, despite past problems, the NP is the best and most realistic way through which we can hope to influence future housing and development.
72.3 Economy
72.3a Cllr Wildin is alone in this WG at the moment, so has not been able to have any meetings!
72.3b Cllr Jones said that at a meeting with the EBC Employment and Economy Officer about a year ago it had been suggested that a Youth Training Centre in the local area would be very useful. Cllr Mercer said that there will be three small meeting rooms in the new Boorley Green Centre, which could be used as an interim venue and there might also be possibilities at the Uplands Farm buildings in due course.
72.3c The Chairman said it was essential for home working, and other purposes that we get high-speed fibre Broadband to every new home built. This should be one of our NP aspirations.

- 72.4 Education
Cllr Jones had hoped to finish the WP by today but had been unable to talk to Joe Cooil. An additional point to be included is that the Botley Primary School land belongs to the Diocese of Portsmouth. The paper will be ready for the next meeting.
- 72.5 Health
The Chairman, the Health Lead, reported that various health professionals were ready to give advice in due course, but no further progress had been made.
- 72.6 Locality
As noted above, Cllr Clark has produced an impressive Heritage Working Paper after considerable time and effort. However, he said that he was struggling with Culture. The Twinning Group and Manor Farm were suggested for inclusion and the Chairman asked everyone to think of anything that would be a help to Cllr Clark. Cllr Hunter said that EBC has a Culture Officer who might be a useful source of information.
- 72.7 Infrastructure
This is still needing considerable work and a meeting of the WG should be arranged when possible.
- 72.8 Housing
- 72.8a The Chairman said that Cllr Hunter had done a very great deal of work on this subject for which we were all very grateful
- 72.8b Cllr Hunter reported that, since the previous meeting, TC had advised us that we did not need to allot sites for any more housing at all, in view of the major developments already planned or under construction. The three sites for small developments that the WG had previously suggested when reviewing the SHLAA therefore had been re-defined as potential windfall sites only. To back up our case for no further major housing it is important that we stress that BPC have always supported the Winchester Street site.
- 72.8c It has been agreed that we must have an HNA, which will be very beneficial to the NP.
- 72.8d Consideration of types of housing and tenure types will be on hold until after the HNA is carried out.
- 72.8e A list of all Housing Associations active in our area has been compiled.
- 72.8f EBC have no pipeline policy, relying on the fact that it is not compulsory. Therefore, Cllr Hunter has been in touch with Southern Gas and Fisher German for ESSO and they are both very pleased that we will be including a policy on pipelines in our NP. They have supplied us with maps and screenshots of the pipelines and the proposed replacement route for the ESSO pipeline, which will be circulated to everyone.
- 72.9 Transport
- 72.9a Cllr Mercer confirmed that HCC has money from s106 contributions specifically for dealing with traffic management in the established areas of Boorley Green.
- 72.9b Botley High Street must have specific identification. Aims will be to make it considerably less desirable to through traffic and to increase footfall. More parking must be arranged. The draft WP should be ready for the next meeting.

73/18/NPC Correspondence

No correspondence has been received.

74/18/NPC Date of next meeting

Wednesday 20 March 2019 at 7.15 pm.
The meeting closed at 8.50 pm.

Date: _____ Chairman: _____

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