

## MINUTES OF 24th MEETING OF THE BENTWORTH PARISH NEIGHBOURHOOD PLAN (BPNP) STEERING COMMITTEE, HELD AT 19.45 ON 20 SEPTEMBER 2017 AT SYCAMORE HOUSE

<u>Present</u>: Boyd McCleary (BMcC), Debbie Rhodes (DR), Alasdair Pepper (AP), Veronica Parker (VP), Colin Brooks (CB), Nicholas Branch (NB), Liz Bourne of Planet (LB)

Apologies: David Hawes (DHa), Dave Hutley (DHu)

No	Points Noted/Agreed	Action With	Timeline
1.	Minutes		
	We approved the minutes of the meeting of the Steering Committee		
	on 23.8.17. To be circulated to all members and observers and placed	BMcC	25/9/17
	on the Parish Council website.		
2.	Website		
	We noted the importance of the information on the website being up		
	to date and agreed that DHu should contact Toby Stevens about this as		
	a matter of urgency	DHu	18/10/17
3.	Site Selection		
	BMcC noted that he had circulated legal advice from JMR Planning Law		
	(facilitated through Planet) on the status of site BTW001.		
	BMcC noted that EHDC were not able at this time to attend one of our		
	Steering Committee meetings, but had agreed to see one of our	DMaC	2/10/17
	members during the day. We agreed that BMcC should take up this	BMcC	2/10/17
	<ul><li>offer.</li><li>BMcC advised that Chris Boden of Navigus had provided a second draft</li></ul>		
	sustainability assessment of the SHLAA sites BTW001-005, which he		
	had circulated.		
	BMcC noted that he and DR had revised the Steering Committee's		
	draft Site Assessment, which he had circulated.		
	We agreed that members of the Committee should urgently (and in		
	advance of our next meeting) provide comments on the Navigus draft		
	sustainability assessment and the draft Steering Committee Site	All	2/10/17
	Assessment.		, -,
	We agreed to write to the owners of all five sites asking them to	BMcC	25/9/17
	confirm that their sites were still available. BMcC would circulate a		
	draft letter prepared by AP, for urgent comments. Once we had an		
	agreed version, we would run this past JMR Planning Law.	All	2/10/17
4.	Green Spaces		
	BMcC noted that Planet had offered suggested amendments to the		
	draft policy on Green Spaces, which he had sent to VP.		
	LB said that Planet's suggested amendments were based on similar		
	policy statements in other Neighbourhood Plans. She confirmed that		
	she was the content with draft letter to those entities, which owned		
	the spaces in question, to give them a chance to comment.		
	We agreed that VP would review Planet's proposed changes and bring		2/12/1-
	the draft policy to the sub-committee on policies (see 8 below).	VP	2/10/17
	We agreed that VP would finalise the letters to landowners and send these to BMcC for issue.	VD	2/10/17
_		VP	2/10/17
5.	<ul> <li>Budget</li> <li>NB said he had not yet had a chance to look in detail at the cash sheet</li> </ul>		
	of income and expenditure to 30th June 2017, which had been		
	prepared by the Clerk to the Parish Council. He would do so before the		
	next meeting.	NB	2/10/17
	VP reported that the Clerk to the Parish Council had been in touch with		_, 10, 1,
	her about the grant from the Department of Communities and Local		
	Government. As we had not spent all we had received, we would have		
	to return the unspent portion and bid for it again. We agreed that VP		
	should ask the Clerk should do this.	VP	2/10/17
6.	Invoice from Planet		1
	We endorsed the invoice from Planet for the sum of £684.00 (incl VAT)		
	for work done by Navigus on Site Assessment and agreed to pass it to		
	the Parish Council for approval and payment.	BMcC	25/10/17



7.	Input from Porism Ltd		
	BMcC referred to the sample statistical report from Porism Ltd.		
	We agreed that it could be useful to have Porism prepare a similar		
	report for Bentworth, provided the statistics related to the precise		
	area covered by the Neighbourhood Plan.		
	• LB said that she could share with us a list of the statistics that would be		
	required for our Neighbourhood Plan. We welcomed this.	LB	25/9/17
	We agreed that BMcC should, once he had received further advice		
	from Planet, write to Porism seeking confirmation that they could		
	provide the statistics we required for the area of the Neighbourhood		
	Plan.	BMcC	2/10/17
8.	Sub-committees on Statistical Narrative and Policies		
	We agreed to set up a sub-committee to start work in drafting the		
	statistical narrative for the Neighbourhood Plan. This would be		
	chaired by CB and would include NB.	CB/NB	2/10/17
	We agreed to set up a sub-committee to start work on the policies in		
	the Neighbourhood Plan. This would be chaired by DR and would		
	include VP.	DR/VP	2/10/17
	LB agreed to provide a template for the work of both sub-committees,	•	
	a recent example of a Neighbourhood Plan (for Old Basing and Lychpit)		
	and a Road Map for the preparation of our Neighbourhood Plan.	LB	25/9/17
9.	Next Public Meeting		
	We agreed on the importance of holding a further public meeting to		
	advise parishioners on progress.		
	• We set the date for this provisionally as 14 <sup>th</sup> November.		
	We agreed that BMcC should write a notice for "The Villager" and that		
	we should otherwise publicize the meeting, eg through John		
	Stockdale's email distribution and by signage on the Village Green.	BMcC	13/10/17
	We agreed that we could cancel the subscription for Survey Monkey,		
	as any further questionnaire could be hosted by Planet.	VP	2/10/17
10.	Next Meeting		
	• We agreed that the next two meetings would be at 7.45pm on 2 <sup>nd</sup> and		
	18 <sup>th</sup> October.	All	