

MINUTES OF 3rd MEETING OF THE BENTWORTH PARISH NEIGHBOURHOOD PLAN (BPNP) STEERING COMMITTEE, HELD AT 19.00 ON 24 FEBRUARY 2016 AT THE WHITE HOUSE

Present

Colin Brooks (CB), Nicholas Branch (NB), Boyd McCleary (BMcC), Debbie Rhodes (DR), Veronica Parker (VP), Dave Hutley (DHu), Peter Egerton-Warburton (PEW)

Apologies

David Hawes (DHa)

No	Points Noted/Agreed	Action With	Timeline
1.	Minutes of the meeting of the Steering Committee on 4.2.16 approved. To be circulated to all members and observers and posted on the Neighbourhood Plan section of the Parish Council website.	BMcC DHu	By 27/2/16 By 17/3/16
2.	Four Marks/Medstead Neighbourhood Plan: Nick Stenning, a member of the Four Marks/Medstead Neighbourhood Plan Steering Committee, briefed us on their experience. He advised us in particular about the importance of getting the “Vision” right and ensuring that we did not expend energy on issues which were not relevant/within scope. We should look carefully at the experience of Four Marks/Medstead and Bentley.		
3.	Membership of the Committee: BMcC noted that Alasdair Pepper (AP) had agreed to serve on the Committee and had confirmed that there were no conflicts of interest. We agreed to recommend to the Parish Council that he be appointed to replace Jenny French.	BMcC to so advise DHa	By 27/2/16
4.	Communication: We agreed that: <ul style="list-style-type: none"> All members of the Committee, plus observers and advisers, would attempt to respond to the invitation to join Dropbox; anyone with ongoing problems should bring their device to the next meeting of the Committee, where DHu would provide advice Once Dropbox was up and running CB and DHu would set up suitable rules and appropriate folders for the use of Dropbox. One of the folders should be for all correspondence on the neighbourhoodplan@bentworthparishcouncil.org account. All members of the Committee, plus observers and advisers, plus the Clerk to the Parish Council should have access DHu would add to the Neighbourhood Plan section of the website the article in the February edition of “The Villager” and any future articles in “The Villager” DHu would consider in slower time how we might liven up the Neighbourhood Plan section of the website, eg to include photos 	All CB, DHu DHu DHu	By 17/3/16 By 31/3/16

5.	Charter: BMcC reported that he had sent the proposed Charter to David Hawes for endorsement by the Parish Council. Hopefully this could be done at the same time as the appointment of the new member of the Committee (see point 2 above), so that the appropriate change to the Charter could be incorporated.	DHa	By 1/3/16
6.	Neighbourhood Plan: We agreed that DHu would circulate a note to all members of the Committee, signposting the key documents relating to the Bentley Neighbourhood Plan and that we should look at this in detail at our next meeting. We would hold off inviting the representative from Bentley until after we had reviewed the papers.	DHu	10/3/16
7.	Housing List: We noted that DR had put an article in the February edition of "The Villager" alerting parishioners to the existence of the Housing List and of the advisability of those wishing to be considered for local housing to add their names.		
8.	Application for Funding for Consultants: We agreed that it would be best for the Parish Council to apply for the Central Government funding, with input from the Committee. NB would liaise with the Clerk to the Parish Council on this.	NB	1/3/16
9.	Appointing Consultants: We noted the draft brief prepared by DR, but agreed that we should delay issuing the brief until we had heard from Bentley (the money will in any case not be available before 1 April 2016)		
10.	Developers: BMcC reported that he had, as agreed, written to the developer, Project 26, noting that we had been informed by the Parish Council of their intention to apply for SHLAA site and that they had been directed to EHDC, which was the correct course of action.		
11.	SHLAA sites: NB reported that he had asked EHDC about their intentions with regard to inviting further applications for SHLAA sites. They had advised that they were intending to start the process in March 2016.		
12.	Aerial Photography: BMcC reported that he had advised the person who had approached us about aerial photography that we would get back to him in due course.		
13.	Status of Steering Committee and Insurance: We noted the importance of the Committee being properly empowered by the Parish Council to make decisions and also of the Committee being covered by the Parish Council's liability insurance. We agreed that VP would discuss these issues with the Parish Council and come back to us.	VP	By 17/3/16
14.	Inspection of EHDC Local Plan: We noted that the Parish Council had drawn our attention to the Inspector's Report on the EHDC Local Plan, which had included the comment (page 20 point 87) that: "Site VL1 at the corner of Church Street and Ashley Road is allocated for about 12 dwellings. The anticipated number of dwellings for this allocation is higher than that included in an earlier consultation version of the plan and has led to		

	a number of representations. Whilst linear development alone might not be possible, a development of 12 dwellings on this site would still have a low density, not out of keeping with the area, and would have the benefit of achieving some affordable housing for the village. The Council's approach is sound."		
15.	Contacts List: BMcC noted that he revised the contacts list for the Committee and would now re-circulate it.	BMcC	By 27/2/16
16.	Next meeting of the Steering Committee to be held on 17/2/16 at 8.00pm in the White House.	All	

BMcC

17/3/16