



MINUTES OF 18th MEETING OF THE BENTWORTH PARISH NEIGHBOURHOOD PLAN (BPNP) STEERING COMMITTEE, HELD AT 19.00 ON 30 JANUARY 2017 AT THE PEPPERS' HOUSE

Present

Boyd McCleary (BMcC), Debbie Rhodes (DR), Colin Brooks (CB), Dave Hutley (DHu), David Hawes (DHa), Veronica Parker (VP), Nicholas Branch (NB), Alasdair Pepper (AP), Liz Bourne of Plan-et (LB)

Apologies

None

No	Points Noted/Agreed	Action With	Timeline
1.	Minutes of the meeting of the Steering Committee on 12.12.16 amended and approved. To be circulated to all members and observers and placed on the Parish Council website.	BMcC	3/2/17
2.	Website: BMcC reported that he, DHa and DHu had held a meeting with Toby Stevens to discuss re-organisation of the Neighbourhood Plan information on the Parish Council website. The main aim would be to make the information more readily searchable/accessible. Toby will take this forward in consultation with us.	BMcC/ DHu	
3.	Communications: <ul style="list-style-type: none"> • BMcC reported that a notice about the Public Meeting had gone out via "The Villager", J Stockdale's email circulation list and the Parish Council website. This had invited parishioners an opportunity to comment on the draft Vision, Objectives, Policies and Community Aspirations. • DHa reported that a copy of the minutes of the Public Meeting would be placed on the Parish Council website. To this would be attached the results of the Questionnaire and the presentation by EHDC on the five SHLAA sites. • We agreed to place a further notice, in the form of a flyer, in the March edition of "The Villager" to bring parishioners up to date. This should draw further attention to the material on the Parish Council website, but also advise that any parishioner without access to the web could contact CB, who would make hard copies available. 	BMcC	10/02/17
4.	Vision, Objectives, Policies and Community		

	<p>Aspirations:</p> <ul style="list-style-type: none"> We reviewed the feedback from parishioners at and since the Public Meeting and concluded that there was broad endorsement of the draft presented. We agreed to publish the Vision and Objectives as our emerging findings, subject to the addition of an Objective covering the protection of green spaces. We agreed to park the draft Policies and Community Aspirations for now, pending further work on site selection criteria. 	BMcC	10/02/17
5.	<p>Site Selection Criteria:</p> <ul style="list-style-type: none"> BMcC recalled that EHDC had advised that they would be re-working their SHLAA site selection (following their abandonment of the RAG scoring system); this should be available soon LB advised that we now needed to develop specific site selection criteria (taking into account the emerging Vision and Objectives); she would send us guidance/samples and would also share with us the results of her forthcoming meeting with EHDC. We agreed to set up a working group to develop specific site selection criteria: VP, DHu, DR, AP, BMcC to be members, NP to be copied in. First meeting to be held at 7.00pm on Monday 6th February at DR's house. 	VP/DHu /DR/AP /BMcC	
6.	<p>Green Spaces:</p> <ul style="list-style-type: none"> We noted that there had been a number of representations from parishioners at Holt End, making the case for the two green spaces at <u>Holt End</u> to be protected. We also noted that there had been a number of representations, expressing concern at EHDC's plans to sell the green space at <u>Glebe Fields</u> for development. We were advised by LB that the National Policy Planning Framework set specific criteria for the protection of local green spaces (she would provide details). We agreed to conduct an audit of all sites under consideration as possible locally protected green spaces to determine ownership, status, whether they were already designated, etc. We agreed that there appeared to be a strong case for the two sites at Holt End and the site at Glebe Fields to be protected as local green spaces. We agreed to write to Simon Jenkins at EHDC concerning the Glebe Fields site, copying to the Chairman of the Parish Council and the District Councillor, indicating our intention to designate the site as a locally protected green space. 	VP BMcC/ AP	13/02/17 4/02/17
7.	<p>Development of Windfall Sites inside Settlement Policy Boundary (SPB):</p> <ul style="list-style-type: none"> We noted that it remained unclear whether homes built on empty sites within the SPB counted towards Bentworth's allocation under the EHDC Local Plan of 		

	<p>“about 12” dwellings”.</p> <ul style="list-style-type: none"> • We agreed to seek clarification from Simon Jenkins at EHDC. • We agreed that we would also check the position in nearby local authorities 	<p>BMcC/ DR</p> <p>AP</p>	
8.	<p>Invoices: We endorsed the following invoices and agreed to pass them to the Parish Council for payment:</p> <ul style="list-style-type: none"> • £275.67 to VP for Survey Monkey subscription • £198.00 to Plan-et fees for December 2016 • £68.40 to Stand4 Ltd for printing of banner and A0 sheets for Public Meeting • £116.00 to Digitus for printing of flyer for “The Villager” and material for Public Meeting • £24.00 to DHu for mince pies for Public Meeting • £143.42 to BMcC for drinks for Public Meeting 		
9.	<p>Budget:</p> <ul style="list-style-type: none"> • NB reported that he had been in touch with the Clerk to the Parish Council and Plan-et about our budget. On this basis he was confident that we were on plan. • We agreed that the bid for the second tranche of the grant from the Department of Communities and Local Government should be sent off. • The Committee recorded its thanks to NB and the Clerk for this effort. 	<p>NB</p>	<p>1/02/17</p>
10.	<p>Dropbox : BMcC advised members that the Dropbox facility, to which all had access, was now up and running. He encouraged all to check this out.</p>	<p>All</p>	<p>13/01/17</p>
11.	<p>Next Meeting: We agreed that the next meeting should be held at 7.30pm on Thursday 23rd February at the White House.</p>	<p>All</p>	

BMcC 4/03/17