

ES&BG Neighbourhood Plan Steering Team Meeting

Monday 10th January 2022

Present:

Marian Dain	Simon Willson	Gill Lock
Paul Debenham	Charles Gillow	John Dain (reporter)

Apologies: Tony Greener

Location: Marian & John's house – Laburnum House, Brocks Green & Zoom for PD, SW, GL

Agenda:

1. Agree record of last meeting ([Revised draft minutes following oh input](#) ([Web view](#)))
2. Risk Review/Update (Marian) ([Working Risk Matrix](#) ([Web view](#)))
3. Action Log Review (Marian) ([Action Log](#) ([Web view](#)))
4. Finance update (Charles)
5. Discuss Working Paper on SPBs and Potential Sites ([SPBs and Potential Sites](#) ([Web view](#)))
6. Discuss Call for Sites Letter and Site Assessment Method ([Call for Sites and Site Assessment](#) ([Web view](#)))
7. Way Forward from last meeting – Initiation of SEA and Design Code work with B&D BC and Locality/AECOM (Marian)
8. Progressing the wider workplan ([Workplan](#) ([Web view](#)))
9. Update from latest steps in B&D BC LPU - meeting on Spatial Study for Rural Areas yet again deferred to 6th January (from 13th December) Papers and a commentary are on OneNote Local Plan Update: [Local Plan Update: Developing a Spatial Strategy – Rural Areas](#) ([Web view](#)) (Marian)

Note the Dec 2021 update to the SHELAA which now has a 4th promoted site in the parish (EC004 Woodside View). See [SHELAA update December 2021](#) ([Web view](#)) and <https://www.basingstoke.gov.uk/content/page/69277/Appendix%206%20-%20SHELAA%202021%20maps.pdf>
10. Update on Business/Stakeholder Engagement (John)
11. Development news (Marian)
12. Any other business

Status/Decisions/Actions

1. Record of recent meetings. Agreed record of 6th December meeting – this has now been uploaded onto NP pages on Parish website.
2. Risk Review. New risk identified on adequacy and timeliness of evidence collection given our overall timing ambition. Also noted that on the data security risk, we are password encrypting sensitive documents given we have opened the OneNote Store to a volunteer helping with evidence collection. Discussed need for formal NDAs for SG and all users of the OneNote store but decided that the existing messaging to users on security/privacy was sufficient.
3. Action Log Review – updates agreed notably issuance of “call for sites” letters and progression of workplan to collect evidence base.

4. Finance. CG progressing return of unspent portion of first tranche of Locality grant and a new application for the maximum funding of the project now we will be progressing housing development in accordance with the indicative allocation coming from the B&D BC LPU. Agreed we would seek funding for expected spend to end March, return any surplus then and in April re-apply for balance of what we can get (assuming Locality get funded for 2022-23). ES&BG PC has agreed to act as financial backstop to ensure the project progresses to conclusion but we want to minimise the risk of calling on PC funds.
5. Settlement Boundaries and Potential Sites. Working paper reviewed with details added to the Working Paper. Key points:
 - Current rules for new homes counting towards an allocation are 10+ within an SPB and 5+ for a site adjoining an SPB. This may change as part of the LP update where there is a push to get all new homes to be counted. There are also Rural/First Home exception possibilities
 - The proposed SPB for BG looks appropriate but the SG agreed we do not want to finalise until we have progressed the site selection process through to one or more preferred sites
 - There are open questions on the scope of the proposed core Echinswell SPB – MD is working these with Robyn Milliner in B&D BC.
 - The SG confirmed the strong desire for a “satellite” component for the Echinswell SPB to cover the area around the pond. The justification for this is a mix of factors covering history, residents’ belonging to the village and the potential for small development on sites in this area. MD to continue championing this with B&D BC.
 - 15-20 possible locations for development were discussed including the 4 “promoted” sites in the latest (Dec 21) update of the B&D BC SHELAA.
6. Call for Sites Letter and Site Assessment Methodology.
 - A re-work of the draft letter provided by oneil-homer was agreed. This re-work emphasises the linkage of our NP to the existing Local Plan and the Update process underway. In addition, we want to have a discussion with the owners of potential sites to ensure understanding/alignment with the process and to gauge real interest.
 - Agreed objective is to issue the letters and post information on the call on the PC website by Friday 14th January subject to agreement of the process by the PC as qualifying body at their meeting on Wednesday 12th January.
 - Agreed that we need to amalgamate various sources of assessment criteria (Locality guidance, o-h suggestions, SHELAA criteria) into a robust set that we will use in our structured assessment process. Objective will be to have a mix of absolute go/no-go items and a number that can be weighted in the overall assessment. CG agreed to develop a draft for next meeting with support of other SG members.
 - The site assessment process is a critical driver of the overall timeline given need for community review and the SEA and has to be robust to challenge.
7. Design Coding and SEA work has been initiated with AECOM – latter is progressing based on message from B&D BC that they expected their screening process to require an SEA to be done.
8. Workplan
 - Mike Norman and a small team have started work on pieces of the evidence base required on Environment/Nature Recovery and Valued Landscape.

- Apart from work on SPBs and Call for Sites (as above), there has been no real activity on other areas of the evidence base as we need owners/work teams and some more detail of what each piece of evidence requires.
 - SG concluded that we need a workshop event to drive progress on the evidence base. Objective would be to put flesh around the bones of the [Workplan](#) skeleton and identify who will do what by when. Agreed that SG members would convene for this workshop on morning of Saturday 22nd January.
 - We need to better understand how the evidence base is translated into policies and the role of o-h in this process. MD agreed to seek learning from Burghclere experience on this.
9. B&D BC LPU meeting on Spatial Study for Rural Areas took place on 6th January. Report from this by Sam Carr (one of our councillors) is here [Spatial Strategy for Rural areas - EPH meeting 6 Jan \(Web view\)](#). Overall, the guidance we have received to date stands (need for SPB, indicative allocation of 15 based on formulaic process). There is however a concern that the proposed allocation of a large number of homes to Tadley may not be possible and this could trigger significant change in the plan.
10. Business/stakeholder update. We now have openings for discussion with both Sovereign and Vivid in connection with our indicative allocation and our call for sites process. (JD & CG to progress)
11. Development update
- Catesby Estates application for College Copse has been submitted to B&D BC
 - Hathor Property are proposing a 50 house development on the site that is now in the SHELAA promoted site listed as EC004. No application has yet been made – an engagement with representatives of the PC, B&D BC and BGCA will take place on 13th January

Note: next SG team meetings agreed as follows:

- Saturday 22nd January 2022 @ 1000-1300 – workplan workshop
- Tuesday 1st February 2022 @ 1930
- Tuesday 1st March 2022 @ 1930
- Tuesday 5th April 2022 @ 1930
- Tuesday 10th May 2022 @ 1930
- Tuesday 7th June 2022 @ 1930