

Notes from Inception Meeting with oneil homer

7<sup>th</sup> September 2021


Present:


ES&BG NP SG – Marian, Charles, John

ES&BG PC – Sarah Jones – Clerk to PC

oneil homer – John Dowty

oneil homer had given us an agenda as below with notes from meeting notes from discussion against each item

<p>Appointment:</p> <ul style="list-style-type: none"> <li>client instruction – email 10 August</li> <li>oneil homer engagement letter</li> </ul>	<p>Agreed that this email from Marian was sufficient as formal instruction from client.</p>  <p>FW_ Ecchinswell_ Sydmonton &amp; Bisho</p> <p>Jon will issue engagement letter with Ts&amp;Cs etc shortly as our Locality grant has just been approved (7 Sept)</p> <p>Agreed that should the funding for neighbourhood planning cease in April 2022, ES&amp;BG PC will not be held to the whole plan/cost and in this event we will jointly determine the way forward.</p>
<p>Project background:</p> <ul style="list-style-type: none"> <li>project history/community aspirations of the NP</li> <li>local evidence base</li> <li>project governance/management</li> <li>Local Plan context/planning applications</li> </ul>	<ul style="list-style-type: none"> <li>Project history reviewed – one trigger was 2018 housing needs survey based on the B&amp;D BC housing waiting list. Proposals by Catesby Estates for land at Bishops Green farm and Local Plan Update have confirmed need and local support for a plan.</li> <li>Some evidence has been collected in the OneNote folder but the project will need to collect a lot more.</li> <li>The project has been properly set up with the PC as the qualifying body with the steering group tasked with developing the plan. The PC is kept fully aligned with reports on plan progress at each official PC meeting and put in public domain via the minutes.</li> <li>B&amp;D BC are updating their Local Plan and we will get some insight on this at a meeting requested by them on 28<sup>th</sup> September. There is an expectation that the parish may get an allocation of a few (10-20?) additional housing units.</li> <li>Three areas of planning/development are relevant to the NP:             <ul style="list-style-type: none"> <li>one is the Catesby Estates proposal for 400 houses at Bishops Green Farm (which may be submitted for Outline Permission late in 2021 and has been promoted in the B&amp;D BC SHELAA (EC003</li> <li>another is an approved Outline Planning application for 4 houses behind Bishops Green Cottage (20/02693/OUT) because this parcel of land has been promoted in the B&amp;D BC SHELAA for up to 72 houses (EC002).</li> <li>Land parcel EC001 promoted in the SHELAA for 30 houses seems dormant but if the Catesby Estates proposal succeeds, it is possible this will also come to life as it is adjacent to EC003.</li> <li>All are stated in the SHELAA to be out of line with the Borough’s planning framework</li> </ul> </li> </ul>

<p>Project administration:</p> <ul style="list-style-type: none"> <li>• project plan and milestones</li> <li>• invoicing schedule / Locality Grant</li> <li>• document management</li> <li>• internal and external communications</li> </ul> <p>Review OH proposal:</p> <ul style="list-style-type: none"> <li>• Months 1 to 3 activities/resources</li> </ul>	<p>oneil homer have prepared an outline project plan which will also drive the invoicing cycle:</p> <div style="text-align: center;">  <p>ESBG NP_Project Plan_Aug 2021.pdf</p> </div> <p>Invoices to be sent to Charles for approval and request to Sarah for payment by BACS</p> <p>Some juggling of grant usage/applications and invoicing may be required in November to manage cashflow and project progress vs Locality processes. Charles to manage this with Jon.</p> <p>This plan is flexible in terms of timing but we are keen to deliver the plan in this kind of timeframe. Key timings are:</p> <ul style="list-style-type: none"> <li>• Our vision and draft policies (now to end of 2021)</li> <li>• Informal consultation (Feb-March 2022 – important we have all potential policies here as more cannot be added without wholesale recycle)</li> <li>• Document development &amp; SG/PC approval (March/April)</li> <li>• Formal Consultation (April/May)</li> <li>• Revision/finalisation/PC approval (June)</li> <li>• Submission of Plan and Basic Conditions/Consultation Statements (July)</li> <li>• Consultation/checks/inspection/any required modifications leading to B&amp;D BC decision. (July-Oct(?)) – with a decision, the plan has weight.</li> <li>• Referendum (B&amp;D BC led/funded) will likely be parallel with May 2023 local elections.</li> </ul> <p>OneNote store is fine for document management. Jon &amp; Leani @ oneil homer have access and we have set up new sections for Evidence Base and an oneil homer workspace.</p> <p>All internal comms to/from oneil homer on the plan development should be channelled via Marian. All these emails to be copied to the <a href="mailto:ESBG.NP.SG@outlook.com">ESBG.NP.SG@outlook.com</a> email store.</p> <p>Some external comms may be required from oneil homer for example to B&amp;D BC – this will be agreed with Marian. Formal letters required from the PC as qualifying body will be set up with Sarah.</p>
--	--

<p>Vision/Scoping Session Steering Group</p> <ul style="list-style-type: none"> <li>• Date/Venue - TBC</li> <li>• Preparation</li> <li>• Report/Action Plan</li> </ul>	<p>Vision session will produce</p> <ul style="list-style-type: none"> <li>• An outline way forward for the parish that will be tested/refined</li> <li>• A draft action plan for development of the NP documentation</li> <li>• Tasks for a set of work groups</li> <li>• A trigger for the drafting of policies</li> </ul> <p>Session is mostly structured questions from oneil homer to us supported by slides. No special preparation required – bring open minds and our knowledge of the parish.</p> <p>Discussion of timing for Vision session with oneil homer vs 24/25 Sept Community Consultation and the 28 Sept LP session with B&amp;D BC. Although there is some merit in having input from these to help the vision, we lose momentum and the SG feels the Community Consultation will benefit from the insights of the Vision session. Decision made to stick with plan to hold the session on 14<sup>th</sup> Sept @ 1800 in Echinswell Village Hall.</p> <p>oneil homer will produce a formal report/action plan from the meeting (around 10-14 days later)</p>
<p>Other points</p>	<p>Oneil homer recommend we get them to secure access for us to the OS Map Base to aid the development of plans etc. This is better/easier to use than Parish on line map system.</p> <p>Multi-centre parish plan like Denham a good model for us – located and posted on OneNote with other local plans we are using as references.  <a href="https://www.denhambucks-pc.gov.uk/UserFiles/Files/FINAL%20Denham%20NP%20Dec%202020.pdf">https://www.denhambucks-pc.gov.uk/UserFiles/Files/FINAL%20Denham%20NP%20Dec%202020.pdf</a></p> <p>There are bodies in Hampshire working on Nature Recovery that we should look at. Hampshire Biodiversity Info Centre and Hampshire Nature Partnership. These could help us with environmental aspects of our plan.  <a href="https://www.hants.gov.uk/landplanningandenvironment/environment/biodiversity/informationcentre">https://www.hants.gov.uk/landplanningandenvironment/environment/biodiversity/informationcentre</a>  <a href="https://hantswightlnp.wordpress.com/">https://hantswightlnp.wordpress.com/</a></p> <p>Design Coding is now a big topic in planning and we should lodge Eol for technical help on this with Locality (Charles)</p> <p>We should familiarise ourselves with National Model Design Codes</p>