

EAST MEON NEIGHBOURHOOD PLAN (EMNP)

Steering Group Meeting No. 9 – 02/12/14

Attendees:

- Brian Biggs – EMNP Chair and Parish Councillor
- Shannon Hammond – Communications Lead
- Alan Redpath – Chairman of East Meon Parish Council and EMNP Steering Group
- Joe Selby – Village Design Statement Lead and Parish Councillor

Apologies:

- Alan Collett - Landscape Assessment Joint Lead
- Ceanna Collett – Landscape Assessment Joint Lead
- Philippa Tyrwhitt-Drake – Vice-Chair of East Meon Parish Council

Declaration of Prejudicial Interest

None

Progress Report

General Update from Brian Biggs:

All teams are preparing for the consultation with village residents at the Pop-In Session on 7 February.

Deadline to complete all materials for the session is 19 January; confirmed by Shannon Hammond.

A Steering Committee Meeting is needed in January to finalise materials; date is still to be scheduled. Inputs for this meeting will include:

1. SDNP assessment of SHLAA sites
 - Anticipated to be available in early January
 - B. Biggs will check on progress closer to Christmas time
2. EMNP Sponsored Landscape Assessment
 - Meeting scheduled for 10 December with Lisa Jackson and David Hares to review their evaluation of the landscape (sponsored by EMNP) as well as their thoughts on potential site layouts
 - B. Biggs will send invitation to meeting to all EMNP team members
 - Apologies for this meeting sent by Alan Redpath [travelling]
3. EMNP team assessment
 - Assessment to be completed using criteria matrix compiled by G. Bartlett and B. Biggs
 - Lisa Jackson has reviewed the criteria matrix and will provide her comments to B. Biggs
 - B. Biggs will publish criteria matrix for all to review
 - Assessment of sites will be completed at team meeting on 17 December

It is anticipated that sites will fall into one of three categories:

1. Radian sites
2. EMNP recommended sites
3. Sites that are not recommended

It was noted that a discussion should be had at the meeting in January whether we present actual recommendations, or rather simply present the pros and cons of all sites and allow for further discussion from the participants.

Actions:

B. Biggs to contact SDNP regarding status of SHLAA assessments (late December)

B. Biggs to send invitation to meeting on 10 December w/ L. Jackson and D. Hares

B. Biggs to publish site assessment criteria matrix

Housing Needs Survey Update:

Gillies O'Bryan-Taear continues work on the development of a formal Housing Needs Survey, to be conducted by an independent professional organization and sponsored by EMNP. The results of this survey are needed to support policies regarding housing size / stock. It is expected that this work will continue into the early part of 2015 (Jan/Feb timeframe).

Action: B. Biggs to continue to coordinate with G. O'Bryan-Taear

Village Design Statement Team – Joe Selby

The 'Characterisation Study' is largely complete and review by Lisa Jackson is still pending.

Joe Selby and team to follow up with Lisa at the meeting on the 10 December (or prior) to schedule meeting to discuss her recommendations as to how to proceed. Materials for the 'Pop-In' Session will not be available until after that meeting.

Action: J. Selby to schedule meeting with L. Jackson

Landscape Assessment Team

In conjunction with Shannon Hammond the preparation work for the 'Pop-in' Session on the 7 February 2015 is well in hand.

Team continues to consider a wider landscape assessment of the whole valley. Additionally, policies may want to be considered around tourism impacts to the landscape; to be discussed further after February session.

Process Discussion / Reminders:

Team Organisation:

Built Development and Landscape Assessment teams will now work together as one team, as responsibilities and tasks are now converging.

- Action to identify a new team leader is still ongoing, but not critical for the immediate tasks. These will move forward while identifying additional team members.

Team Communications:

Every group and steering group meetings will have a published agenda and published minutes. These will be distributed to all NP work group members and published on the EMNP website.

Decision Making:

All major decisions should be brought to the Steering Committee for review and approval, including financial decisions over £500. However this should not constrain B. Biggs's ability to take everyday decisions necessary to keep the work of the NP moving forward, as documented in the NP timeline.

Any Other Business

None

Date of Next Meeting

Early January - to be advised soonest. (see previous notes)

Submitted by: Shannon Hammond, 02/12/14