

# **EAST MEON NEIGHBOURHOOD PLAN (EMNP)**

## **Steering Group Meeting No.6 – 09/07/14**

### **Attendees:**

- George Bartlett – Built Development Team Lead
- Brian Biggs – EMNP Steering Group Chair and Parish Councillor
- Cenna Collett – Landscape Assessment Joint Lead
- Chris Paterson – SDNP
- Caroline Sayers - EDHC
- Joe Selby – Village Design Statement Lead and Parish Councillor

### **Apologies:**

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

### **Chris Paterson**

Chris introduced himself to the meeting and explained he has three roles at the SDNP.

- Communities Lead –point of contact for all Town and Parish councils within the SDNP
- Part of the Local Plan Policy team, developing the SDNP Local Plan for implementation in 2017
- Support to community groups - design studies etc.

Chris also informed the meeting that Andrew Triggs is now only working part-time for the SDNP (2 days/week) and that the process to find a full time replacement is currently in progress.

### **Caroline Sayers**

Caroline is the Communities Officer for the Petersfield area of EHDC. She is covering maternity leave for Lucy Whittle, who will return to this post at some time. Caroline is the key point of contact with EDHC.

### **Declaration of Prejudicial Interest**

Ceanna C reiterated the design work on an ecco house, on land they own, they are sponsoring. Chris P recommended that she get in touch with the SDNP Design Officer, Richard Dollamore, who may have an interest in this matter.

### **Team Lead Progress Reports**

#### **Built Development – George Bartlett**

George reiterated the need to obtain the EDHC Housing Needs survey, Caroline S offered to help in this regard.

**Action:** C Sayers to obtain the EHDC Housing Needs survey for the East Meon Parish

It was suggested that Action Hampshire could assist with the detailed assessment and creation of the East Meon Housing Needs survey.

(<http://actionhampshire.org/communities/housing-need-surveys>)

**Action:** G Bartlett to progress this matter

Chris P pointed out that any housing needs survey will arrive at a figure much larger than the parish can supply, this issue is the same at the SDNP level. However, it is necessary to go through the process to obtain the evidence for the examination of the EM NP. It will also help point to what types of housing are most needed.

The SDNP are currently reviewing all SHLAA sites within the park area with 5 or more houses. This survey will be published in July 2014. Meetings will then be arranged with individual Town and Parish councils during September 2014 to discuss the outcomes of the review. East Meon is a tier 4 settlement and may not be part of the first review cycle.

**Action:** B Biggs to check with the EM Parish Clerk and C Paterson to check with the SDNP if East Meon has a scheduled review meeting.

In light of the SHLAA review it would be helpful if the EM NP team identified a number of alternative sites not included in the SHLAA, before any review meeting and forward these to Veronica Craddock the SDNP Landscape Officer.

**Action:** G Bartlett to identify these sites and forward to the SDNP.

George stated that it is important to recognize the importance of East Meon within the SDNP.

**Action:** G Bartlett to prepare a paper on this issue.

George has reviewed the recently published final version of the EHDC/SDNP Joint Core Strategy. From this review he has identified policies that are directly applicable to the EM NP and may need supplementing with additional policies to meet the needs of the EM NP. Chris Paterson also recommended that the teams review the SDNP Management Plan policies as well as the NPPF in this context.

**Action:** Landscape and VDS team leaders to carry out a similar review.

**Action:** All teams to review these policy lists to create a combined list and an agreement as to which team will work on which policies

Chris Paterson recommended that the EM NP align its plan end date with the SDNP Local Plan. This date is likely to be 2032 or 2035; the date will probably be finalized in mid 2015.

There is still a question mark over whether the current scope of the EM NP will require Sustainability/Habitability Assessments. This needs to be resolved.

**Action:** B Biggs to work with the SDNP to resolve.

## **Village Design Statement Team – Joe Selby**

Following a meeting with the newly appointed planning consultant, Lisa Jackson, the VDS team has a clear way forward. The team will characterise various areas of the village using a methodology supplied by Lisa, and successfully used in the Petersfield NP. The outcomes are very visual and tabular and provide an easily referenced document for planners to use in future. Chris Paterson endorsed this approach.

Caroline S stated that similar work had been carried out on the Whitehill/Bourdon development.

**Action:** C Sayers to forward the above document to the EM NP team.

There was a discussion around policies supporting the VDS, with the agreed outcome that only positive policies supporting the 'pattern book' should be formulated.

## **Landscape Assessment Team – Cenna Collett**

The team has been making good progress especially in the policy area. After a meeting with Lisa, the planning consultant, they are reviewing their work in this area.

Lisa Jackson had highlighted a number of inconsistencies in the Conservation Area. Chris P stated that the SDNP Conservation Area Officers (Michael Scammell and David Boyson) were planning to carry out reviews of Conservation Areas.

**Action:** C Collett to contact Michael Scammell at [michael.scammell@southdowns.gov.uk](mailto:michael.scammell@southdowns.gov.uk) to discuss this matter and possible collaboration.

Lisa Jackson had brought up the possibility of the employment of a landscape architect. This was discussed generally with the outcome that this matter will be kept under review, but with no action at this time.

Ceanna brought up the issue of identifying which trees in and adjacent to the settlement area have protection orders. Chris P recommended getting in touch with Stewart Garside Arboricultural Officer of EHDC [stewart\\_garside@easthants.gov.uk](mailto:stewart_garside@easthants.gov.uk) on this matter.

Chris P recommended that no policies should be created that contradict government policies such as those on pv panels and wind turbines.

Chris P also brought up the issue of Local Green Space Designation that could be included in the EM NP.

**Action:** C Collett to review

## **Actions from Previous Minutes (Not covered in the Team Lead Reports)**

None

## **Input and Guidance from C Paterson and C Sayers**

B Biggs brought forward the issue raised by Lisa Jackson, that if the EM NP only concentrated on where to build houses, the examiner might regard it as too narrow. This matter was generally discussed in light of time and resources, plus guidance from various sources re keeping the EM NP simple. It was agreed to keep this matter under review as the plan progresses.

With regard to communications, Caroline S recommended the following:

- The teams should take stands at village events to explain what is going on and collect feedback.
- Re the Village Design Statement, walks could be organized around the village to explain to parishioners the basis of the ongoing work, outcomes and gain feedback.
- Do communicate on a regular basis and continually capture and assess feedback

Chris Paterson commented:

- Do keep explaining what a NP can and cannot do
- Don't give up on your efforts to recruit new people onto the team
- Tell people about the constraints you are working under to give them a good understanding of the issues – don't hide details

### **Review of Progress to the High Level Plan**

The plan will be updated in the near future to take into account all the latest developments

**Action:** All

### **SDNP/EHDC Communications**

A copy of these minutes will be sent to both parties. Chris P and Caroline S also requested a direct copy of the minutes.

**Action – B Biggs**

### **Finance and Resource Requests**

Brian B will meet with individual teams to assess what is required.

### **Publicity/Communications**

The Communications Lead has recently resigned due to pressure of work. Brian B is reviewing the requirements in this area.

The completion of the development of the EM NP website has been temporarily halted by the resignation of the Communications Lead.

**Action:** B Biggs to progress these matters.

### **Any Other Business**

The formal designation of the EM NP area is currently in progress with the SDNP, with the last day for comments on 28/07/14. Chris P stated that he hoped the application would go forward to the August SDNP Planning Committee for ratification.

On formal designation EM Parish Council is eligible for a £5,000 grant, subject to provision of:

- EM NP Terms of Reference
- Project Plan
- Budget

**Action:** B Biggs to supply these items.

### **Date of Next Meeting**

Early September, to be advised

**Brian Biggs**

**13/07/14**