

EAST MEON NEIGHBOURHOOD PLAN (EMNP)

Steering Group Meeting No. 10 – 15/01/15

Attendees:

Steering Group:

- Brian Biggs – EMNP Chair and Parish Councillor
- Alan Collett - Landscape Assessment Joint Lead
- Ceanna Collett – Landscape Assessment Joint Lead
- 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
- Philippa Tyrwhitt-Drake – Vice-Chair of East Meon Parish Council

EMNP Team Members:

- Sue Atkinson
- Judy Norman
- Gillies O'Bryan-Tear
- Robin Smith

Consultants:

- Lisa Jackson

Apologies:

- None

Meeting Agenda

- Presentation of Housing Needs Survey quote and decision to move forward
- Review of the EMNP Landscape Assessment, SDNP SHLAA assessments and site layouts by Lisa Jackson with view to decide what should be presented at the Pop In Session on 7 February
- Review of preparations and final planning for Pop In Session on 7 February

Presentation of Housing Needs Survey by Gillies O'Bryan-Tear

G. O'Bryan Tear presented the proposal for a Housing Needs Analysis. Such an analysis would provide an evidence base for the neighbourhood plan and for the parish council when considering planning applications. Potential for developers to undermine plan if survey is not conducted.

Vendors, costs, and methodology were reviewed. Steering group voted to recommend to the Parish Council that we proceed with the Housing Needs Survey utilising the services of Chris Broughton Associates. It is expected that EMNP will have the funds to cover the execution and distribution of the survey, but a request may be made to the Parish Council to assist should expected funds from the government not be made available.

It was recommended that an incentive (e.g. cash prize drawing) be included to encourage participation. Communication and advertisement is key to the success of the plan; low response rate will reduce credibility.

The methodology of the survey will be shared with the SDNP.

Actions:

B. Biggs to bring recommendation to Parish Council to proceed with Housing Needs Survey. PC to meet next on 29 January.

G. O'Bryan-Tear to see if & how non-respondents are tracked; is follow up to increase response rate possible?

Review of Landscape Assessment and SDNP SHLAA assessments

B. Biggs presented the initial results of the SDNP SHLAA assessments, currently under embargo until the week of 19 January.

- SDNP only assessed sites with capacity for 5 units or more
- Meeting planned with SDNP post-Pop In Session to discuss results further
- 3 SHLAA sites in East Meon (B2, B6, B9) were all rejected by SDNP
- Two sites (A1, B7) were considered possibilities
- All other sites were below 5 unit threshold

L. Jackson led the review of the Landscape Assessment and Site Analysis that she conducted with David Hares, still in draft form.

- L. Jackson reiterated need for complete audit trail and solid procedures around site assessments
- A2 (school site) will be removed for the purposes of the Pop In Session due to non-availability; plan will need to show all sites that were removed and an audit trail about how sites were included or excluded from consideration
- Removing a site for consideration at this point does not close the door permanently for future consideration
- Plan will likely need to be reviewed in five years time
- It was noted that landscape considerations are primary drivers due to East Meon's location in the National Park
- Policies should be included in plan to handle issues such as sewage and drainage; L. Jackson recommended putting onus on developer to mitigate these issues
- Settlement boundaries should be reviewed post-new development
- Mix of affordable and market housing will be determined by Housing Needs Survey
- Extensive discussion was held regarding each site; the decision for what is to be presented on 7 February is as follows:
 - Not Recommended: B1, B6, B9, B11b, B12, B13, B14a, B14b
 - Possible: B2, B3/B4/B5, B7, B8, B10, B11a, B15
 - Pre-existing Radian Plans, not endorsed by EMNP: A1, A3

Action:

L. Jackson and D. Hares to finalise Landscape Assessment

B. Biggs to remove A2 site for purposes of the Pop In Session

Preparation for Pop In Session on 7 February

A commentary sheet will be developed for with a headline and short bullet points for each site. This will be made available as a handout for attendees. B. Biggs to develop with assistance from L. Jackson and S. Hammond.

No site layouts will be displayed as part of the pop in session as they are based on assumption of 1- to 2- bed units, which has yet to be validated as part of the Housing Needs Survey. Instead, the commentary sheet will provide a range of possible number of units.

Feedback form will collect site rankings and free form comments from attendees. They must be signed with address and contact information to be considered valid.

Landscape and Visual Design teams will also have comment sheets available.

S. Hammond to follow up on logistics for display boards (number, location).

A consultation report will need to be developed post-session and should include number of participants, sample of materials provided, summary of decisions, etc.

Action

B. Biggs to develop commentary sheet.

S. Hammond to develop feedback forms for Landscape and Visual Design teams.

S. Hammond to follow up on display forms.

B. Biggs (with assistance from team) to develop consultation report post-session.

Any Other Business

None

Date of Next Meeting

To be announced

Submitted by: Shannon Hammond, 01/18/15