

EAST MEON NEIGHBOURHOOD PLAN (EMNP)

Team Meeting – 19 March 2015

Attendees:

- Sue Atkinson
- Brian Biggs (Chair)
- Richard Brown
- Alan Collett
- Ceanna Collett
- Shannon Hammond
- Judy Norman
- Lucinda O'Bryan-Tear
- George Rattray
- Alan Redpath
- Joe Selby
- Robin Smith

Apologies:

- Patricia Blakstad

Meeting Agenda

- Open Discussion
- Review of the quantitative response feedback
- Review of the qualitative response feedback
- Review of the Landscape Team progress and feedback,
- Review of the VDS Team progress and feedback
- Preparation for the Village Forum EMNP Q&A Session
- Review and actions for EMNP communications in light of the above
- Built Development Team Structure

Summary of Discussion

Pre-Meeting / Open Discussion

- Team-wide open discussion covering a range of topics, including a recap from A. Redpath on the genesis and chronology of EMNP. Some specific points raised include:
 - Regarding an erroneous description of the B7 site at the Pop-In: this could be regarded as misleading: it was accepted that an error had been made and that extra care is to be taken regarding the accuracy of the documentation provided. An Erratum had been posted on 27th February on the web site link to this landscape assessment. However this documentation error was not seen as a critical factor in determining outcomes.
 - Regarding the role of the Steering Group:
 - Parish Council delegated authority for the NP to the Steering Group

- Policy is handled at the Steering Group level; recommendations for changes in policy must be proposed to that Group and voted on by its members
- Pre meeting note:
 - Although not directly relevant to the working group meeting agenda, Lucinda O'Brien-Tear had requested discussion and clarification on two items, and this preceded the main agenda;
 - It was explained that the A1 site proposed by Radian had to be subject to the same assessment criteria and proscribed process as all other sites. Currently only a landscape assessment had been considered – other important factors such as drainage and traffic reports had yet to be completed.
 - The rationale for focusing the NP on the main settlement area (village) was decided by the Steering Committee at the plan outset in 2013.
 - Under the Local Plan this met the development criteria for a sustainable location – close to transport networks and facilities such as shops, schools, pubs, social/sports facilities, or has the space in which to provide them.
- Regarding proposals for development sites outside the settlement area:
 - Memorandum of Agreement (MOA) has been signed with SDNP. It confirms that the scope of the NP includes the main settlement area and the area just adjacent.
 - To consider sites outside of the scope of this document would be a change in EMPC policy. If a landowner wishes to propose a site in this category then they should put it forward to the SDNP as a SHLAA site. If the site gets approval by the SDNP the landowner should apply for outline planning permission in alignment with the EMNP policy on housing requirements. It is only at this stage would the EMNP consider bringing it within the plan. It should be noted that the plan may be finalised before these actions are complete.
- Regarding the proposal of sites and the target number of houses for East Meon:
 - Anyone can propose any site within the defined scope at ANY point in the NP process prior to public consultation
 - Windfall sites count towards SDNP, not East Meon
 - Although we will not know housing target numbers from EHDC/SDNP until probably this Autumn, the NP's growing evidence base would suggest that the number of houses East Meon can contribute to the local plan housing requirements is likely to be very modest - probably 15-20 dwellings over 15 years, which is currently our working assumption.
- Continue to stress the importance of communication with a strategy of delivering simple, clear messages

Review of Quantitative Data (Site Preference)

- Team reviewed summary of site preferences
- While no conclusions can be drawn from the quantitative data alone, it can be indicative of site preference and help focus efforts around particular sites. The

team was reminded of the comment of the Chair of EMPC at the last meeting, that the preference choices do not constitute votes.

Review of Qualitative Data (Site Preference)

- 144 feedback forms were received; all (signed) comments have been documented and are being analyzed
- Comments can be generally be categorized as:
 - Factual questions that need to be answered, particularly around process and policy
 - Issues that require additional consultation as part of the development of the NP, such as consulting with highways on access issues
 - Issues that cannot be dealt with or solved by the NP alone, but need to be addressed as part of the process (e.g. sewerage, drainage concerns)
 - Comments that are not necessarily relevant to the NP, but should be addressed as part of the communications strategy
- B. Biggs, C. Collett, and R. Smith to work together to categorize all comments

Communications

- Comments reveal that although there has been a constant stream of communication via MM and the parish web site over the past two years, more work is needed around effective communication between EMNP team and residents
 - Therefore a communication sub-team was formed; includes A. Redpath, S. Atkinson, J. Norman, L. O'Bryan-Tear, S. Hammond
 - Liaising closely with other group members, this sub team will recommend and seek approval for future communications to the residents concerning the EMNP. A consistent understanding of communications was seen as important for all members. A recommendation to prepare and distribute concise information in hard copy to be sent to all residents.
 - Will develop series of newsletters to be dropped door to door; first drop before Parish Forum
 - Newsletters and flyers should be concise and incremental – i.e. four two-page newsletters would be more effective than one eight-page newsletter
 - Team to meet week of 23 March to develop communication strategy and work on first newsletter

Review of Landscape Feedback

- Received 125 responses to the Green Spaces designation
- Overwhelming support for designation of all spaces listed (over 90% in agreement)
- Four new proposals for Green Spaces designation, including the school playing field, the field next to Anvil Close, the Glebe Strip, and the green space next to the footpath in Frogmore
 - Regarding the Glebe Strip specifically, discussion was held as to why it was not on the Green Spaces form in the first place, and whether some

people considered it part of the Green and therefore did not differentiate it as a separate piece of land

- Landscape team to review and make proposals for final list of Green Spaces; will work with Lisa Jackson (planning consultant) to get her professional opinion as to whether any of the additional suggestions meet the criteria for a Green Space

Review of Visual Design Feedback

- Nothing unexpected from the VDS comments; generally, residents want to preserve the character of the village, restrict heights to two storeys, and have good windows, etc.
- J. Selby to arrange meeting with Lisa Jackson to discuss next steps

Preparation for Village Forum

- EMNP will be topic at Village Forum on 22 April (7pm)
- A. Redpath to provide update and lead Q&A; all team members are requested to attend if available

Communications Strategy

- See notes above regarding the development of a communications sub-team
- Team agreed that all communication will be centralised and information disseminated via website, Meon Matters, newsletters and flyers
- Contact information for team leads is available on the website and residents are encouraged to call or email with queries or concerns. They can also use the "Contact Us" form on the site. It was noted that this happens very infrequently.
- Only three responses to call for interest in electronic newsletter
- Communication seems to have been one-way to date; need to encourage a two-way conversation
- Will review other consultation reports for community engagement figures

Built Development Team Structure

- Update website to reflect that the whole EMNP team makes up the Built Development working group, led by B. Biggs

Action Items

- Communications team to meet to discuss develop communications tactics and first newsletter – A. Redpath to coordinate
- Continue to review and categorize qualitative feedback – B. Biggs to coordinate
- Review proposals for additional Green Spaces with Lisa Jackson – C. Collett
- Schedule meeting with L. Jackson – J. Selby
- Update website (built development team) – S. Hammond

Any Other Business

A new team member (Ian W.) has been identified by Judy N. and will be joining the team beginning next month

Date of Next Meeting

Thursday, 16 April 2015

Submitted by Shannon Hammond, 24/03/15