Wellow Neighbourhood Plan

Wellow Neighbourhood Plan Steering Committee meeting

Date: 21st October 2019 Venue: Wellow Village Hall Time: 7:30pm

Author: Kathy Taylor

MINUTES

Present (chair first):	Mike Freeman; Kathy Taylor; Thelma Freeman; Peter Higgs; Les Rackham; Richard Amey; Charles Payne; Ivor Binns, Gaye Chesterton-Kaye; David Mallinson; Christopher Craig. Plus, two visitors.
Apologies:	John Saunsbury; Cate Saunsbury.
Declarations of Interest:	None
Public Participation:	The Steering Group committee meeting is open to the public; the meeting is where working groups report back progress. Working Group Members and public were encouraged to join in discussions throughout the meeting.
Next Meeting:	Date: 20th January 2020 Venue: Wellow village Hall Time: 7:30pm
Agenda:	As Published.

Approval and adoption of the minutes of last meeting.

Minutes Accepted.

Matters arising from the minutes of the last meeting.

A volunteer had not come forward to write a brief history of Wellow Parish for the NHP. Les has now volunteered for this task.

Minutes	Action
04. Non-Steering group members were encouraged to join in discussions and the Chair reminded attendees that only the Wellow Neighbourhood Plan team can take part in any voting. The Steering Committee Meeting will be held Quarterly; to allow more time for the project teams to meet.	
05. Report from the Chair The application for the Locality grant has been approved for the full amount. The Chair updated the Parish Council of progress at the 7th Oct meeting. Gordon Bailey (TVBC) attended the Parish Council meeting and advised that, now the New Forest National Park local plan had been approved, they wanted to ensure that the Village Design Statements of the Parishes which contain parts of the New Forest were in line with the new plan. As a result, Wellow Parish Council have been asked to update some parts of the Wellow VDS; Mike, Les and Kathy had a productive meeting with Sharon (Bluestone consultant) last week. The Themes and Objectives were discussed and Sharon has produced an updated set for us to review. Peter is managing the Issues register. Peter has also compiled three documents: • Air pollution - Wellow parish has the lowest level – Category 1 • Deprivation – on average Wellow has the lowest banding. • Road traffic Accidents in last 10 years – these are accidents reported to the police. It was noted that 46% of major accidents are on the A36 or roads feeding onto it. The Wellow Neighbourhood plan project now has a logo; thanks to Chris for creating this.	

Charles is investigating possible routes for funding new footpaths. Potential greenspaces are being mapped. More photos need to be loaded.	Charles Kathy
06. The documents for the Housing Needs Survey are all complete. There are posters for the Parish Notice boards and notices for the Website and Nightingale News. Action Hampshire will send the HNS to every house in the Parish. Mike will liaise with Action Hampshire regards timing.	Mike
07. TVBC have issued a 'call for sites'; which closes on 1st November. This has been advertised on the Parish Council Web site and Social Media. If the HNS results demonstrate a need for housing then the NHP team will review the SHELAA sites submitted.	Team
08. The meeting was led by Les through the Vision and Objectives document that Sharon has revised. The changes were discussed and mostly these were accepted. There were not any changes to the Vision statement. The changes to the Themes and Objectives were made to reflect planning language, positivity and remove wording that is more related to policy. Sharon will be asked to clarify a few points raised, such as Building design and techniques covered by both the VDS and NFNP plan. Mike The Policy development process was appraised; robust evidence is required from the Landscape Character Assessment, HNS and SHELAA sites review to formulate the policies. Les was thanked for his power point presentation. A team of four or five volunteers is required to draft the policies. It is expected that Sharon will either lead or take a significant role in this piece of work.	Mike Team
09 The Consultants will write the Landscape Character Assessment document on our behalf. This will form an important part of the evidence for the policies. Sharon and a colleague will walk along every road and footpath in the Parish to make the assessment, but they emphasised that this is the Residents Plan. Prior to this they would like to know what is important to us, our likes and dislikes. So	Kathy

please email comments and/or photos (with location information) to Kathy to collate. The piece of work is expected to take about eight weeks to complete. A question was raised about Bio-diversity assessment and when and how this was being completed. Mike said that it is a piece of work that a later application for technical support from Locality, would cover.	Mike
10. The Wellow Neighbourhood plan team are having a Community Event to inform the Parish on progress. The Village Hall has been booked for Saturday 28th March 2020; 10:30 am to 3:00 pm. There will be information about what a NHP can do and cannot do. It is hoped to have a display stand for each theme, highlighting the objectives, and draft policies if available. There will be maps and enlarged photos on the stands. There will be enticements to bring in the people and it will be advertised as much as possible. We are enquiring whether the school can get the children to take pictures of their favourite areas in the Parish.	
11. The structure of the Wellow NHP part of Parish website is being reviewed and the Facebook page is ready to go live. Release dates for these will need to be synchronised. A team of three volunteers is required to focus on communications for updating the Website and Facebook page.	Chris C & Mike Team
12. The three documents produced by Peter have been uploaded to the Evidence base, along with the HNS survey questionnaire. Some photos have been placed in the photos folder, but more are needed. The date for the next Steering Committee meeting is Monday, 20th January 2020.	Team

Note: the above minutes are a brief summary of the topics discussed. If further detail is required please contact the appropriate committee member.

Content agreed by:	**Signature**	**Date**
Mike Freeman		24-10-2019