

Minutes of Neighbourhood Plan (NP) Steering Group Meeting, 7 October 2014, No.9

Present

N Wilson (Chair), A Hayward, I Draper, P Favier, D Mace, R Hewlett, H Wilcox, M Tribe, S Lacey, S Barnehurst-Davis, I Campbell, J Brentor, H Mace

1. **Apologies**, S Bircham-Walker, A Foster, R Ford, G Humphries

2. **Declaration of Interests & registration**

No new declarations – see earlier minutes

3. **Review & agree minutes**

These were accepted by the meeting with a couple of minor changes.

Matters arising

- Julian Johnson was unable to attend the SG. Nikki is going to brief him on the Plan tomorrow. She will inform him that we have so far received no help from Sarah Hughes despite many requests for information. **NW**

- Dave with Claire Freemantle (Downton Soc) will attend the New Forest HCV meeting on 13 Oct.

DM

- CF will carry out a mini traffic survey in the High St. Margaret will make available the results of a survey she carried out recently. **MD**

4. **Chairman**

Nikki summarised the meeting that she, Dave, Jane and Ian D had the previous day to clarify and review the timeline for the Plan, where we are now and what needs to be done. They endeavoured to reduce the timeline in the light of the likely number of future planning applications. This proved difficult but the current aim is to submit a draft plan to WC by early June in the hope that they will consider it before the summer break. There is no statutory time-scale of how long this review should take. Adam will lobby JJ as our councillor to get it reviewed asap. **AH**

It was considered to be good PR in the village to get this draft out asap. Twelve tasks, with dates, were identified at the meeting to achieve this. To complete these on time will involve many hands so anyone not available for a lengthy period during this time, please let Nikki know. **All** One task is the distribution and method of handling the quant questionnaire – after discussion, it was decided this is a task for the Engagement group who will bring back their recommendations to the next meeting.

Ian D has volunteered to write the draft Plan but will require people to challenge/ critique throughout the process.

5. **Working Groups' reports**

a. **Engagement**

Jane has produced a list of all the actions taken by the group to engage with residents and stakeholders. See

<https://www.dropbox.com/s/w2nal4m5eygda38/Summary%20of%20Engagement%20activities.docx?dl=0> . Conversations at the later workshops (White Horse and Goose Fair)

suggested that people are now aware of the Plan. This list will be used in the writing of the Consultation Statement which has to be included in the Plan. She has written to thank all those who have helped. **A rough draft will be produced for the next SG meeting.** Jane and Graham undertook a mini survey of cars driving past the Moot at school drop off time which demonstrated how few walk to school (for whatever reason) as 42 cars were counted carrying children.

b. Vision

The first draft of the questionnaire to go to every household, produced by Nikki and Simon, https://www.dropbox.com/s/85qf1fsb3ovkwr1/N_Plan_Questionnaire_Oct_14.pdf?dl=0 is available for comment (by 21st October). BUT please at this stage only comment on the design / layout and whether the questions need to be more specific, NOT the actual wording of the proposal statements as these may change in light of the findings from the recent web survey. **ALL**

Following discussion, it was decided to look at the format and method used by other villages in undertaking their engagement surveys. The survey will be delivered 22 Nov, for return by 15 Dec.

Peter questioned whether we have to identify actual locations for new house development within the Plan. This was not thought to be mandatory. He has produced a paper entitled 'Green Vision' as an idea of 'blue sky thinking'

<https://www.dropbox.com/s/ta83rsfl41i7t9g/Green%20Vision%20peter%20favier.odt?dl=0>

c. Research

Ian D said that Enfusion will be compiling the Scoping report this week and he will present the findings at the next SG meeting. This report sets out the current situation in Downton and will be used as the basis for the Sustainability Assessment. He considered that we could probably write the latter ourselves, with training from Enfusion, but due to time pressures it would be quicker for them to do it but under our control. All agreed. The Scoping report will kickstart the drafting of the Plan itself. Simon will design the layout of the Plan and Christopher Bird will look at the Village Design Statement to see if it can be updated.

6. Qualitative survey report

Hilary presented the results of the recent web quantitative survey. The report can be found at <https://www.dropbox.com/s/czsq2exeabbqkn61/Qual%20NP%20web%20survey.ppt?dl=0>. The meeting thanked her for her hard work.

7. AOB

Website

No local person can be found to take on the website so Jane will take up her brother's kind offer to do it for us. As he does not live in Downton, Jane will act as the key point of contact.

8. Next meeting - Tuesday 4 November 2014, 7.30pm, White Horse.