

Neighbourhood Plan Steering Group Meeting Notes Wednesday, 22nd September 2021, 6.00pm held virtually

Present: Richard Quarterman (Chair), Rayner Mayer, Cllr Tony Spencer, Katie Bailey (Consultant) & Rochelle Halliday (Town Clerk)

1. Welcome & apologies for absence

Richard Quarterman queried the absences of Cllrs Bailey and Cockarill, given some actions are still outstanding. It was agreed that all actions will be reviewed and Rochelle Halliday would chase finalisation of draft text with Cllrs Bailey and Cockarill, as required.

2. To agree notes from the last meeting on 31st August 2021 (attached)

The notes from the last meeting were agreed.

It was noted that the Council will look to conduct Conservation Area appraisals in the future, most likely with the support of a specialist consultant. Crondall Parish Council recently completed this exercise and may be able to offer advice.

3. Review of draft Plan following Regulation 14 consultation

- To review outstanding actions – noted in the actions table at the end of notes.
- To agree timing of next steps:

Action	Deadline
Finalising text & consultation responses	27/09/21 at the latest
Text changes by Richard Quarterman	03/10/21
Informal review of draft Plan by Hart District Council and Yateley Town Council's Planning Committee	15/10/21 Document deadline: 11/10/21 (AM)
Formal approval of submission Plan by Yateley Town Council	25/10/21 Document deadline: 19/10/21
Submission Plan to Hart District Council for legal compliance check and public consultation (Regulations 15 & 16)	w/c 25/10/21

4. Date of next Steering Group meeting:

- Wednesday, 6th October 2021, 6.00pm by Zoom.

The meeting closed at 6.57pm.

ACTIONS - YDF NP Outstanding Revisions to Text

Person	NP policy	Action	Status	Deadline
ALL	Evidence Base Supporting Document	Emailed to Steering Group on 22.09.21. All to review and consider if any further evidence is available that is specific to the parish.	Incomplete. RM submitted comments 24.09.21	04.10.21
ALL	Consultation Statement and Basic Conditions	To be sent to all but close review by RQ, TS and Cllr Harward.	Incomplete.	15.10.21
ALL	YDFNP1 – Sustainable Development (HDC)	All SG members to let Katie know if employment statement revised by RM on 18.08.21 is ok.	Completed. Current wording in Plan was agreed.	
ALL	YDFNP15 – Active Travel	All SG members to let Katie know if active travel text revised by RM on 26.08.21 is ok.	Completed. Current wording in Plan was agreed.	
ALL	YDFNP6 – Conservation Areas (HDC)	Agree proposed policy wording – if not already agreed in SG discussion on 31.08.21 (in draft Plan issued by Katie on 26.08.21).	Completed. Current wording in Plan was agreed.	
ALL	Objectives (HE)	Agree amendment to Objective G – insertion of 'heritage'.	Completed. Current wording in Plan was agreed (at previous meeting).	
GC	YDFNP7 - Views	Strengthen views statements for all views to include the value of the view, including view 3 maintaining ancient hedgerow.	Action reallocated to TS.	
GC	YDFNP5 – Yateley Village (HDC)	Agree with Katie wording relating to changes to the use classes and seeking to promote uses in line with class E etc.	Completed.	
TS	YDFNP5 - Views	Update the views supplement to include an introduction to show how the views were initially assessed and chosen, and the criteria against which the final list of views in the policy were chosen. See KB's email on 17.09.21. Also, to include details on what type of development would harm the view and what development would be acceptable (e.g. a barn in a field).	Incomplete. Cllr Spencer circulated the latest views supplement, with some changes. Further work is required.	27.09.21
TS	YDFNP7 – Views (Adrian Collett)	Is 'Mount Eagle' in view 01 a typo – should it be Monteagle?	Incomplete. Agreed to keep it as Mount Eagle, but to add an explanation of historical context.	27.09.21
TS	YDFNP7 - Views	Strengthen views statements for all views to include the value of the view, including view 3	Incomplete.	27.09.21

		maintaining ancient hedgerow. Ensure the supplement correctly cross refers to main Plan.		
TS	Gladman and Claremont planning agent responses	Both agent responses relate to views. RH to send responses to TS (done). Draft response comment to be circulated to Steering Group for agreement.	Incomplete.	27.09.21
SB/KB	YDFNP12 – Housing Mix (HDC)	Redrafting of First Homes wording in accompanying text to incorporate discussions with HDC (emailed whole section – will follow up with call).	Incomplete. Current wording in Plan was agreed BUT RH to confirm wording with Cllrs Bailey and Cockarill.	27.09.21
RQ	Foreword	To be finalised.	Complete.	
RQ	Views map	To be updated to more clearly identify the location of the views.	Complete.	
RQ	General (HDC)	Create an appendix showing the summary of policies and use the existing maps from the Plan to illustrate.	Incomplete. To be done after all text has been finalised.	03.10.21
RQ	YDFNP11 - Telecoms	Agree whether the policy should remain given difficulty of finding supporting evidence.	Completed.	
RQ	YDFNP10 – Community Facilities (HDC)	Consider whether community facilities needs to be more distinctly worded to the Local Plan policies.	Completed. Current wording in Plan was agreed.	
RQ	YDFNP5 – Yateley Village (HDC)	Revised village centre map.	Completed.	
RM	YDFNP3 – Promoting Biodiversity	Time period missing for information from the Hampshire Biodiversity Information Centre 2019 survey.	Completed.	
RH	Locally listed buildings	One building to verify.	Incomplete	27.09.21
RH	Illustrations	Assess where they are required and add to draft Plan.	Incomplete. Relevant images to be added. Can be done during Hart's informal review but before Full Council approval.	20.10.21
RH	Proof reading	Cross check appendix references, index, paragraph numbers and typos etc.	Incomplete.	04.10.21
RH	Front cover	Update to reflect submission stage and design.	Completed.	