

## ONWARDPLAN

### MINUTES OF THE STEERING GROUP MEETING

HELD ON THURSDAY 28<sup>TH</sup> MAY 2015

AT 7.30 PM AT THE PARISH ROOM

#### **PRESENT:**

Jeremy Fellows, Helen Fleming, Steve Blandford, Gill Warsop, Alison Tizard, Richard Cooper, Nicholas Frome, James Harvey, Belinda Hallam

#### **APOLOGIES:**

Philip James, Pam Verdon, Guy Holmes-Henderson, David Stewart

#### **1. Previous Minutes**

The Minutes from 30 April were approved, Pam will put them in Dropbox.

#### **2. Update from OPC**

Jeremy reported on the following:

- There is an agenda item for the forthcoming OPC meeting on Monday 1<sup>st</sup> June to determine their approach on the Deer Park.
- As a separate item on the OPC agenda an initial summary of NP C2 survey results following the recent C2 consultation activities would be presented. After some discussion it was agreed that Philip should ideally attend on behalf of the SG (despite the overlap with the housing group meeting the same evening).
- It was noted that a pre-application advice was being sought from Hart about 12 industrial units at Mill Corner.
- An objection had been lodged by OPC relating to the outline planning application for development on the land next to Archery Fields.
- The new OPC member of the group would be David Stewart
- OPC plan to have discussions re Kitchen Garden shortly

#### **3. Survey Results following C2**

Alison provide a 1 page handout with a summary of the results by question.

Overall the total number of responses was 848, of which approximately two thirds were made online. However some online surveys had only partial data entered and abandoned before submission on the last page of the survey. The majority of those abandoned could be matched (by IP address) to a later successful survey completion.

There were also some anonymous surveys (minimum information expected was postcode) and a small number of online surveys where IP address matching suggested a risk of multiple entries by the same person.

**ACTION:** More detailed investigation still to be completed but it appears the net total number of validated surveys would be very close to 715.

After a review by those present of the summary data there was some discussion on the merit of doing in-depth analysis by post-code e.g. to highlight any significant difference between Odiham and North Warnborough survey responses.

No conclusion was reached but there was general agreement the initial priority should be to complete a detailed analysis of feedback from C2 consultation to identify where changes to the Draft Plan before Pre-Submission were required (also see Agenda item 4).

**ACTION:** Alison would circulate soft copy of the Survey Monkey data to all Steering Group members for information; with individual sub-groups to identify any changes on the assumptions made in developing the Draft Plan version published for C2.

A large number of comments had been received in survey responses; The questions on Sites and the Deer Park had resulted in the most comments – 244 and 333 respectively.

**ACTION:** Survey data would need to be published on the Onwards website – initially in summary form - but this would not be done until after the OPC had been given the opportunity to review the summary results (see earlier minute).

No conclusion was reached on how/when detailed survey data would subsequently be published (in accordance with the NP principle of openness and transparency) whilst ensuring any individual personal data provided was kept confidential. It was agreed that where a letter or some form of communication to the NP had been received as a 'comment' this would need to be responded to by that would need to be done in due course as other matters were currently more pressing.

#### **4. Actions from survey results and work for pre-submission completion**

Helen provided a high-level summary of the tasks to be completed by either RCOH or NP resources in order to get the Draft Plan ready for Pre Submission. However, it was recognised that a significant amount of work is still required and that NPSG resources during June were going to be severely depleted due to holidays and other personal commitments.

**ACTION:** Helen will develop a document that lists all currently known tasks ready for discussion with Philip with a view to forwarding onto RCOH for Neil to confirm tasks needed completion before pre submission - versus work that could wait.

Separately Helen proposed additional RCOH support (in addition the existing agreed scope of work but within the current NP budget) to assist with site-assessments and finalising parameters.

After some discussion of what the scope of the additional RCOH support might extend to it was agreed by a majority that an additional half day of support was approved in principle for an RCOH consultant to accompany Gill/or Helen on a "walk-the sites" review on either Monday or Wednesday of the following week. JH abstained from the decision-making and

registered his concern that events were being progressed by SG members but not shared with the SG or the HG contemporaneously, and that that stage of progress or the consequences of it were then being presented to the SG for decision-making, when full and sufficient details and relevant correspondence (of the type produced to the meeting in this instance) had not been made available.

**ACTION:** Helen (with support from Nicholas) would contact RCOH the following day to and confirm the scheduled half day support and also ask what dependent inputs were needed by RCOH in order to complete their pre-allocated work for the development of the Draft Plan document ready for Pre-Submission.

JH asked what the document control process would be used for changes to the Draft Plan (and any related Appendices) this needed to be considered. JH also suggested the owner/agent letters were placed hard copy in a file with responses and decisions be made about how/who those communications were going to be dealt with, all of which should be made available to all of SG. **ACTION:** Philip to confirm upon his return.

## **5. Timeline**

It was agreed that a comprehensive work programme was needed with a plan of resources needed before a timescale to get to Pre Submission could be established.

**ACTION:** Philip to follow up with RCOH to confirm the list of work required/outstanding.

## **6. A.O.B.**

- Richard will create site-specific folders in Dropbox to aid tracking and control of letters received relating to specific sites requiring meetings and or letters.
- Letters and e mails from residents and other groups would also need to be tracked; with appropriate action taken to respond.
- The documents covering the Site Selection process and methodology would need to be collated by the housing group
- A meeting on Local Green Space policy is to be arranged; Jeremy to ask Pam to organise this upon her return.
- Belinda reported concerns raised by the residents of Greywell and North Warnborough about the proposal for development on the land North of Deptford Lane (Site 108) currently being publicised by Hallam Land Management. A request for a meeting with the NP had also been received from Hallam and arranged for Tuesday 2<sup>nd</sup> June (JF and JH and/or SB will represent the NP).

## **Next Meeting:**

It was likely that the next scheduled meeting due on the 10<sup>th</sup> June would need to be postponed due to the large number of Apologies already received and a new date agreed.