



**ONWARDPLAN**  
**MINUTES OF THE STEERING GROUP MEETING**  
**HELD ON 9TH DECEMBER 2015**  
**AT 7.30 PM AT THE PARISH ROOM**

**PRESENT:**

James Harvey (acting Chair), Jeremy Fellows, Richard Cooper, Alison Tizard, Helen Fleming, Nicholas Frome, David Stewart, Gill Warsop, Pam Verdon, Philip James,

**APOLOGIES:**

Stephen Blandford, Guy Holmes-Henderson, Jim Head

**1. Minutes, declarations of interest**

The Minutes from 24<sup>th</sup> November were reviewed and approved. A PDF copy will be uploaded to the website.

There were no new declarations of interest regarding sites that had not already been recorded.

**2. RCOH advice concerning consultation**

James reported on Steve's conversation with RCOH concerning actions since closing the consultation on the Pre-Submission Plan (see the SB email of 6/12/15 rCOH work/responsibilities):

- RCOH will consider all the comments from statutory consultees and will prepare a report of guidance for SG.
- The SG should review and consider the consultation comments from residents
- The SG should then consider what changes, if any, are needed to the Pre-Submission draft plan, which RCOH could assist with if requested.
- RCOH will revise the SEA to reflect any changes required in the Pre-Submission Plan
- SG will prepare and finalise the Consultation Statement

RCOH will complete Basic Conditions Statement

**3. Steering Group role and Regulation 15**

This regulation applies to the way in which consultation comments are dealt with, the SG had to prepare the Consultation Statement:

*In this regulation "consultation statement" means a document which—*

- (a) contains details of the persons and bodies who were consulted about the proposed neighbourhood development plan;*

*(b) explains how they were consulted;*  
*(c) summarises the main issues and concerns raised by the persons consulted; and*  
*(d) describes how these issues and concerns have been considered and, where relevant, addressed in the proposed neighbourhood development plan.*

There was a general discussion as to how the main issues and concerns could be identified. Any new issues or concerns would be easily identified from those which the SG had already been made aware of. Differing views were expressed including the exercise of a judgement evaluation of key themes, or identification by quantitative assessment of the number of mentions made regarding any particular issue. It was agreed that a further considerable amount of work was required and the entire SG needed to contribute this. The next stage (and to be addressed by the meeting) was to work through the data, that would assist in formulating the process to be adopted.

Advice will be sought from Hart and RCOH as to how to deal specifically with the comments from Greywell residents.

SG also needed to contact the HCC Education Officer (see Hart meeting notes 26/10/15) - (action for SB)

#### **4. Categorisation/analysis of comments received and amendments considered**

There were 333 comments received during the Pre-submission consultation. All the comments from statutory consultees, landowners and their agents have been passed onto RCOH for their consideration and report. The SG would need to review these even though RCOH would be reporting on them, and it would also need to work through the Hart comments, (which again should be covered in the RCOH report).

An initial and preliminary identification of issues relating to the housing sites had been carried out, the results were as follows:

Crownfields: 39 comments, issues appear to be site selection, nursing home (high dependency), traffic, pre-school nursery (specifically Leapfrogs), footpath, views to the Firs.

Dunleys: 25 comments, issues are the gap, density.

Hook Road: 22 comments, issues are flooding, density, drainage

Western Lane and Longwood: 16 comments, issues are density, traffic.

Albion Yard: 12 comments, issues are flooding, canal, access

Crumplins: 2 comments

It was noted the SG needed to contact the HCC Education Officer and follow up the position regarding Robert Mays (see Hart meeting notes 26/10/15) - (action for SB).

A similar exercise was undertaken for the LGS's, the outcome as follows:

LGS sites:

Dunleys: 23 comments, issues are gap, public space

Close Meadow: 9 comments

Kitchen Garden: 10 comments

Hockleys Farm: 5 comments

Beech Cottage: 21 comments

Deer Park: 90 comments

There was discussion regarding Archery Fields and Beech Cottage as to whether they should still be included. (JH recused himself on BC). An adjustment omitting AF would reflect the factual state of that site having gained outline planning permission. Hart had advised (meeting 26/10/15) that criteria could be added to apply to AF as it had been for other sites where housing was to take place. That would make handling of the site (where planning had now been granted) consistent with all other housing selected sites. Advice from RCOH will be sought and also the result of the planning appeal when known will make any necessary action clearer.

The comments received from the public will be passed to OPC as soon as practicable once personal data has been fully redacted (the SG was working with deleted data versions).

## **5. Hart Housing Consultation**

It was agreed that the Steering Group as a stakeholder should reply to the consultation document by 15/1/16. Once Hart have sent out their public notification of the consultation to all residents the SG will consider what, if anything, should be sent out to the ONWP mailing list to explain the co-existence of the NP process and the Hart Housing Options consultation..

## **6. Update from OPC**

Jeremy had to leave the meeting early so there was no update from OPC.

## **7. A.O.B.**

It was agreed that a Mail chimp should be sent out to all thanking them for their comments regarding the Pre-submission Plan.

## **Next Meeting:**

**Tuesday, 5<sup>th</sup> January 2016 at the Parish Room at 7.30 pm**

## **Future meeting dates:**

Tuesday, 5 January  
Wednesday, 20 January  
Thursday, 4 February  
Tuesday, 16 February  
Wednesday, 2 March  
Thursday, 17 March