

**Minutes of the Hook Neighbourhood Plan Steering Group Meeting
Thursday, 21st May 2015 at 19.30 hrs
Hall 2, Elizabeth Hall, Raven Road, RG27 9HH**

Present Jane Bonnin (Parish Councillor)
Debra Davies (Parish Councillor)
Anne Atkins (Parish Clerk)
Liz Bourne – PLAN-et
Becky Hopkinson – PLAN-et
Barry Deller (Chair)
Ernie Hobbs
Serena Dolby
Sue Mesher
Diana Whittaker (Secretary)

15.33 Apologies for absence

Apologies were received from Mike Morris, Rob Leeson, Brian Burchfield and Sandra Smith

15.34 Appointment of Communications Lead

Serena Dolby was introduced. SD expressed an interest in the Communications Lead post and has agreed to join the Steering Group, but not necessarily as a full member for the time being. It is expected that she will deal with at least social media (e.g. Facebook and Twitter), the monthly copy for Hook Focus, articles in the Basingstoke Gazette the website content, liaising with Marion Sharp, who uploads the copy, and Jane who provides Technical Support.

15.35 Minutes of the NPSG Meeting held on 16 April 2015

The minutes were agreed by those present at the previous meeting as a correct record of that meeting. DW will arrange for the minutes to be put on the website.

DW

15.36 Site Selection

BD reported that the sub-group has been looking at the criteria and developing questions to the community.

LB explained that in order to go to the community with a list of possible sites, it is necessary to narrow the choice in the first instance. The way to do this is to produce a “site selection criteria” based on both the Adams Hendry criteria and the Vision and Objectives. Liz said she would provide a template for the group to work with in the first instance. The sub group should initially produce the criteria which will then need to be agreed by the full SG. Then the sub group can assess all sites against the criteria for final prioritising by the full steering group.

LB

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15.37 Vision & Objectives

- 15.37.1 Draft V5 had been circulated. Subject to a few amendments this was adopted and will be published on the website immediately and used at the AVM on 27th May 2015. The community will be asked to indicate if they are in broad agreement with the document. **DW**
- 15.37.2 LB will also start to identify possible policy topics from the V&O. and identify the gaps in evidence that is needed. **LB**
- 15.37.3 It was agreed that the Theme Groups will be:
1. Planning (including housing and design) and Services
 2. Central Community Zone and Businesses
 3. Transport (including parking and traffic)
 4. Leisure and Environment
 5. Health & Education
- 15.37.4 When formed, with the help of Liz's gap analysis, the groups' first tasks will be to consider the evidence that is required and identify how this can best be obtained.

15.38 Business Survey and Employee Survey

- 15.38.1 The results of the Business Survey and the Employee Survey had been circulated previously with summaries.
- 15.38.2 BH had also prepared a concise draft presentation for use at the AVM. This was discussed in detail and some changes in presentation requested. **BH**
- 15.38.3 BH agreed to produce an amended summary of the Residents' Survey. DW will circulate as soon as received. **BH
DW**

15.39 Budget Update

- 15.39.1 AA had applied for a first 2015/2016 grant of £6,000 which has been approved.
- 15.39.2 LB advised that an application should be made for further funding on the grounds that Hook might qualify as a "Complicated neighbourhood plan". The principal reasons are that there is no Hart Local Plan in place and an increase in the provision of housing which will be needed as a result of from the duty to co-operate with Rushmoor and Surrey Heath. **AA**
- 15.39.3 Also, Hook will now need a Strategic Environment Assessment ("SEA"), a Habitats Regulation Assessment. If the Biodiversity Report is updated, the information in this may contribute towards the production of the Habitats Regulation Assessment. JB suggested that Jane West may be able to help; her expertise is the environmental impact of the built environment.

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15.40 Preparation for Annual Village Meeting (27th May 2015)

15.40.1 Before the Steering Group's presentation, Daniel Hawes from Hart District Council will give an update on the Local Plan.

15.40.2 It was agreed that EH will introduce the work of the Steering Group. **EH**

15.40.3 SM and SS will then give a presentation of the agreed summaries of the Residents', Business and Employee Surveys. **SM/SS**

They will conclude by drawing attention to the V&O which can be found on the website publicised on the card on each chair or a printed copy obtained from the Parish Council Office.

15.41 Any other business/questions

There was no further business

15.42 Dates of the next meetings – all Hall 2, Elizabeth Hall & 7.30 p.m.

18 June 2015

16 July 2015

20 August 2015

17 September 2015

15 October 2015

19 November 2015

17 December 2015

The meeting closed at 9.45 p.m.