

Hartley Wintney Neighbourhood Plan Steering Group Meeting

17th November 2014 at 6.30pm

Parish Council Committee Room, Appleton Hall, Hartley Wintney

MINUTES

Present: Janet Martin (m), Dorothy Harvey, Diana Harvey(m), Cathy Roberts, Tony Woods(m), Adam Gratwick(m) Henry Chandler(m) Nadine Middleton (m) Leah Coney - Clerk

(m) denotes member

1. Introductions.
2. Election of a Chairman. Adam Gratwick proposed that Janet Martin be appointed Chairman of the Steering Group; this was seconded by Tony Woods. There being no other nominations members voted unanimously for Janet Martin who was duly appointed Chairman of the Steering Group.

Election of a Secretary. Diana Harvey proposed that Sue Hawkins be appointed Secretary of the steering group; this was seconded by Tony Woods. There being no other nominations members voted unanimously for Sue Hawkins who was duly appointed Secretary of the Steering Group

Election of a Finance Co-ordinator. Janet Martin proposed that Adam Gratwick be appointed Finance Co-ordinator of the steering group; this was seconded by Diana Harvey. There being no other nominations members voted unanimously for Adam Gratwick who was duly appointed Finance Co-ordinator of the steering group.

3. Terms of Reference. Janet Martin proposed the adoption of the Terms of Reference with the alterations to include a core Steering Group of 8 Members, with a maximum of 12 and a quorum of 4, together with the inclusion of a paragraph to note that the Steering Group can only be dissolved by the Steering Group. This was seconded by Diana Harvey and agreed by all.

There followed general discussion over the progression of the Neighbourhood Plan and time constraints regarding site allocations in order to be able to inform the Local Plan process.

There was also general discussion over the proposals at Winchfield and what affects this would have upon the Hartley Wintney Neighbourhood Plan and housing numbers.

Mr Chandler asked whether the Neighbourhood Plan Group could consider Neighbourhood Development Orders as part of the process in order to avoid the need for planning applications in the future. The Clerk said she could research this.

4. Next Steps
 - It was agreed to arrange a drop-in/launch day – on the 9th & 10th January from 10am – 4pm at the Methodist Hall (subject to availability)
 - Janet Martin to write an article for Contact to explain the drop in/launch day (deadline 30th November)
 - A “call for sites” letter will be drafted ready for the next meeting asking landowners to put forward sites they wish to be considered during the site allocation consultation including a request for when they expect the land to be made available
 - Display boards will be arranged to explain the Neighbourhood Plan process to the public. These can be relocated to the foyer of the Appleton Hall after the drop in day.
 - An on-line response/ survey monkey to be set up for those unable to attend the launch day
 - The initial consultation for the drop-in/launch day to be discussed at the next meeting together with publicity flyers.
5. Date of next meeting – This was agreed as Monday 8th December at 6.00pm.