

Old Basing & Lychpit Parish Council

Neighbourhood Plan Update

Meeting Notes 2nd August 2023

Present: David Whiter, Peter Bloyce, Sheena Grassi, Roger Doust, Alan Renwick, Kate Hope and Charlie Butfoy (arrival 11.20am).

1 Apologies: Kate Tuck, Francesca Maritan, Murray Campbell

2 Funding & Expenditure

Appointment of Consultant

ETPlanning have adjusted their charges to a minimum. Despite this, DW thinks that it will cost approx. £5k more than their quoted figure in additional fees. ETPlanning have suggested online meetings, but DW stipulated that he feels a representative group could travel to their office for face-to-face meetings for best productivity/outcome. PB liked the schedule of works and the clearly identified responsibilities of the Parish Council in the project.

DW reminded those present that Locality have now confirmed that government grant funding will be available for FY2023/24 and will ask MC to begin the process.

MC

DW/PB/FM have met both prospective Consultancy firms and were pleased that ETPlanning have been able to reduce their fees to make them more competitive vs PlanET. It is felt that their experience and knowledge of the local government processes means that ETPlanning are likely to be the best fit for the required work. AR reminded everyone that he had met them for the OBLEC work previously and was impressed. He would support that proposal.

RD asked if there is a deadline for the update. DW explained that PlanET had suggested that waiting until Regulation 18 has been announced would be best, whereas ETPlanning had proposed getting the objectives etc ready in advance of Regulation 18, to be ready as soon as it is announced. This puts pressure on the Parish Council to get moving forwards promptly. The Parish Council should be ready to progress as soon as the Consultancy firm is appointed.

The Deputy Clerk will include an agenda item at the next Planning & Development Committee meeting to approve appointment of ETPlanning for the required work.

KH

Costs to Date

No changes to the previously declared costs.

3 Review of Objectives

Consultant Comment on Objectives

PB requested that DW include a mention of the Conservation Area at some point in the Objectives. DW explained that he intends to sub-categorise the Objectives as follows and would propose the addition of the Conservation Area as marked;

- Traffic
- Loddon Valley
- Village Characteristics **& Conservation Area**
- Housing & Sites
- Climate

At some point, FM will forward a copy of the current Neighbourhood Plan, the Village Design Statement, proposed objectives and the review of the success of the current objectives to the Consultants for their information.

AR asked what objective 8 is being submitted as reading. DW proposed that ‘... as amended (?)’ is removed from the wording for now. The Village Design Statement may be amended in due course, but the objective will still remain current and relevant.

4 Publicity & Communications

The Consultancy firm will NOT be involved in the public engagement or questionnaire process at all. PB reminded everyone that a questionnaire was prepared for the original Neighbourhood Plan and could be used again, or at least be very similar. DW suggested an insert in the Basinga which leads residents to the questionnaire.

The Deputy Clerk will look for sample questionnaires, as well as investigate companies who offer to produce the public consultation stage on behalf of Parish Councils and share her findings with Councillors.

KH

AR suggested that other examples of questionnaires would be helpful. DW asked for questions to be considered/proposed in relation to the five sub-categories referred to above and submitted.

ALL

Invitation to Public Involvement

PB asked how those without PC access would complete it? DW explained that last time, when paper copies were supplied to every household along with prepaid return envelopes, it was a major undertaking. DW asked AR to design an A5 insert for the Basinga upon which a QR code could be scanned to lead readers to the online questionnaire, but also a statement explains that paper copies can be collected from the Parish Office. A mention of this should be made in the Parish Notes also.

CLERK

5 Evidence Log

Review of Objectives to be added.

FM

6 Next Meetings

September 6th

October 11th