

## Dogmersfield Neighbourhood Plan Steering Group – Approved Minutes

Meeting of the Dogmersfield Neighbourhood Plan Steering Group held on Monday 10 July 2017 in the Dogmersfield Primary School starting at 6.00pm.

Those attending

Steering Group Members:

Chris Ward (CW)  
Christine Lowe (CL)  
Mark Lowe (ML)  
Geoff Beaven (GB)

Alastair Clark (AC) representing Dogmersfield Parish Council.

Members of the public:

Carol Leversha

1. Welcome and introductions.

GB welcomed all present to the Eighth meeting of the Dogmersfield Neighbourhood Plan Steering Group. Apologies had been received from Carol-Anne Harrison.

2. Acceptance of the notes of the meeting held on the 12 June 2017.

**It was resolved that the minutes of the meeting held on 12 June 2017 were a true record (CL proposed, ML seconded with all in favour).**

3. Actions Arising

GB stated that apart from acceptance of the minutes there no matters were resolved at the last meeting. Actions were agreed related to the activities of the Working Group and future grant applications and these are reported under the next agenda item.

4. Review of progress since the last meeting.

GB recalled that at the last meeting he reported that the Working Group had recommended conclusions on the issues highlighted in the draft Vision Note which would then identified the policy areas that our plan will cover. The Steering Group endorsed these findings.

Since the last meeting the Working Group has met to kick start the work of the Sub Group that were set up in response to recommendations in the draft Vision Note. These Sub Groups will generate information that will form part of the evidence base to support the plan. A target of producing first draft Sub Group reports by early September has been set.

A number of proposed editorial changes to the draft Vision Note have been compiled and offered to RCOH. These changes are needed to ensure that the document is fully up to date, includes no minor inaccuracies and minimises planning speak. This document will be considered later in the agenda.

The Parish Council will shortly be submitting a new grant application for £5285. This the outstanding balance of total grant available and must be expended by the end of March 2018. Preparations are in hand to issue a further purchase order once the grant is received. This matter will also be considered later in the agenda.

5. Working Group's consideration of RCOH updated draft Vision Note.

GB explained that the WG had identified a number of areas where they felt that changes were needed to the draft Vision Note to bring it up to date and make it more suitable to place in the public domain. These changes, many of which were very minor editorial tweaks, have been offered to RCOH who responded by offering a few more changes of their own. Although discussion about other further changes is still ongoing a version that is very similar to the document circulated before the meeting should soon be available to be formally released. The Vision Note is an important part of the evidence base for our plan and hence it needs to be released into the public domain by making it available on the Parish Council website.

**It was resolved that the final version of the Vision Note should be released in the public domain via the Parish Council website (CL proposed, ML seconded with all in favour).**

6. Future engagement of RCOH

GB explained that the Vision Note document included an updated project plan that showed a draft plan could be submitted to Hart DC in early 2018. The predicted work for RCOH is just about affordable within the available grants from both government and Hart DC although any extra tasks will need to be offset with savings elsewhere. Currently it seems unlikely that an Environmental Assessment will not be needed and if required this will need to be funded separately by the Parish Council. Tasks include support for the Sub Group work mentioned above and early engagement of RCOH to provide consultancy support up to submission of a draft plan to Hart DC is needed.

**It was resolved that the DPC should be asked to engage consultants RCOH to provide consultancy support as described in their updated project plan (dated 19/06/17) with a LOL not exceeding £7000 (CW proposed, CL seconded with all in favour).**

7. Consideration of next steps

Use of Parish Online which is already funded by the Parish Council would be investigated fully before Sub Groups ask for RCOH mapping assistance. AC will provide access to the Parish Online application.

8. Next SG meetings will be held provisionally on the 11 September 2017.

9. AOB

Nothing was raised and GB closed the meeting at 6.30pm