

Dogmersfield Neighbourhood Plan Steering Group – Draft Minutes

Meeting of the Dogmersfield Neighbourhood Plan Steering Group held on Monday 12 March 2018 in the Dogmersfield Primary School starting at 6.30pm.

Those attending

Steering Group Members:

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

Alastair Clark (AC) representing Dogmersfield Parish Council.

Members of the public:

1. Welcome and introductions.

GB welcomed all present to the twelfth meeting of the Dogmersfield Neighbourhood Plan Steering Group. Apologies had been received from Lorraine Fulbrook (LF) and Carol-Anne Harrison (CAH)

2. Acceptance of the notes of the meeting held on the 13 November 2017.

The draft minutes have been circulated to the members of the Steering Group and no comments have been received. However, as there are insufficient attendees at this present this evening formal acceptance will be held over until the next Steering Group meeting.

3. Acceptance of the notes of the meeting held on the 8th January 2018.

The draft minutes have been circulated to the members of the Steering Group and no comments have been received.

It was resolved that the minutes of the meeting held on 8 January 2018 were a true record (CL proposed, ML seconded with all in favour who attended this meeting).

4. Actions Arising

GB stated that apart from acceptance of the minutes there were no matters resolved at the last meeting that are not covered in his progress report.

5. Review of progress since the last meeting.

I am pleased to report that a draft Dogmersfield Neighbourhood Plan has now been received from ONEILLHOMER and that the Neighbourhood Plan Working Group met last week to consider this draft and what the next steps should be.

In providing the draft plan ONEILLHOMER highlighted a number of sections that needed further contributions from the Steering Group or the insertion of a better plan or illustration than those that they had provided. All but a few of these suggested additions including the required policy map and the changes were made locally before the Working Group considered the document.

ONEILLHOMER also indicated that with the changes mentioned above they considered that their draft plan was in a suitable state to use for the next critical steps of seeking an SEA pre-screening opinion from Hart District Council and for the local informal consultation planned by the Steering Group.

After careful consideration the Working Group concluded that in their view the draft plan was not yet sufficiently mature to use for these next two steps. In particular they felt that a number of the most important policies as drafted by ONEILLHOMER were too general and lacked the precision and scope of similar policies in other local Neighbourhood Plans that had already been adopted and also more importantly the latest draft of Hart's Local Plan. The Working Group is currently drawing up proposed changes to the draft plan and these will be put back for consideration by ONEILLHOMER.

The Working Group considered the arrangements for seeking resident's views through an informal consultation. There was agreement that this should be completed prior to the finalization of the Pre Submission version of the Plan that would be submitted to Hart District Council for them to carry out the required formal and much wider consultation.

The Working Group concluded that for this informal consultation it would not be practicable or affordable to deliver a hard copy of the draft plan to every household. Alternative arrangements would be needed whereby residents would be asked for their comments by a letter that would identify where the draft plan could be found on the Parish Council website. Hard copy versions of the plan would be provided for those residents that are unable to access the website.

At the time that they delivered the draft plan ONEILLHOMER submitted RCOH invoice no 0508 which also covers their effort to respond to any comments from the Steering Group or Hart DC on the draft plan. It covered six days of work in line with both the agreed project plan and the Councils Purchase Order at a total cost of £3000 (VAT EX).

The financial position is that the current Purchase Order authorises work to the value of £5,500 and if invoice 0508 is paid the expenditure to date against this PO will be £4500.

The overall NHP funding situation is as follows based on the Parish Council's financial report for end February 2018 (VAT Ex)

Receipts	Total	£13000
Expenditure to date		£5433.52
Current Invoice		£3000
Balance		£4566.48
Outstanding ONH commitment		£1000
Uncommitted Balance		£3566.48

As the precept reserve is earmarked for an SEA the available balance for further commitment with ONH/expenses/printing is £1566.48.

This is satisfactory except that under the agreed terms the Parish Council is obliged to repay any of the current government grant that is unspent at the end of the grant period. Although the Council's successfully extended the period of the grant as progress has not matched expectations £785 will have to be repaid by the end of March. However, it has been confirmed that an application can be made in the new financial year for a new grant to the value of the repayment.

When end financial year 2017/2018 repayment is taken into consideration

Expenditure to date	£5433.52
Current Invoice	£3000
Repayment	£785
Available balance	£3781.48

Outstanding ONH commitment	£1000
Remaining Balance	£2781.48

As the precept reserve is earmarked for an SEA the available balance for further commitment with ONH/expenses/printing is £781.48. If further grant application for financial year 2018/2019 of £785 is successful the available balance becomes £1566.48.

Resolution is that the Parish Council is requested to pay RCOH invoice 0528 at a cost of £3000 (VAT Ex). (CW proposed, CL seconded with all in favour).

Resolution is that the Parish Council is advised that it needs to repay the unspent government grant of £785. (CW proposed, CL seconded with all in favour).

6. Consideration of next step – covered above
7. Next SG meeting will be held provisionally on the 14 May 2018 starting at 6.30pm.
8. AOB

Nothing was raised and GB closed the meeting at 6.50pm