

## Minutes of Hockliffe Neighbourhood Plan Steering Group held on Monday 29<sup>th</sup> March 2021 – 7PM (Zoom Meeting)

Chair: Richard Alexander (present)

Vice-Chair: Melanie Raymond (Present)

Minute taker: Lisa Antonini

Guest: Tom Price

Ten other members of the steering group in attendance

### Apologies for absence

Yasmin & Emma (Debbie to leave at 8pm). Liz & Ola have left the group.

Note: Neighbourhood plan, will be referred to as 'NP'

### Declarations Of Interest

None

### Approval of Minutes from 15th March 2021

- (<https://hockliffe.org.uk/wp-content/uploads/2021/03/NP-Minutes-15th-March-2021.pdf>) - Minutes agreed.

### Matters arising not dealt with elsewhere on the Agenda

- An 'email group' has been set up with the email address of all members. A WhatsApp group is also available.
- **ACTION:** Group to review questions from last NP questionnaire and offer feedback at next meeting,
- When thinking about how we engage residents in providing input into the plan, Lisa asked that the group thinks of a range of opportunities for residents to give feedback. The questionnaire would be just one. Suggestion from the group were feedback forms, open forums, visiting residents and stands at village events.
- The group also agreed there was a need to assess how we communicate feedback avenues and the NP progress, ensuring all residents have access (e.g not just digital channels)
- Melanie asked the group to consider developing and keeping a clear focus on the different stages needed in order to produce a plan. **ACTION:** Develop a list of priorities for the village at the next meeting.

- **ACTION:** Paul is to pull together information from the previous plans that might be of use to the group. This will be presented at the next meeting. A draft version of the previous NP of Hockliffe can be found here: <https://hockliffe.org.uk/wp-content/uploads/2020/01/Hockliffe-NP-Consultation-Draft-Jan19-final-version.pdf>
- **ACTION:** Colin to work with webmaster to provide a feedback/comment form on NP steering group page of the HPC website. A notice to promote that more residents are welcome to join the group is also to be added.

## Training session led by Tom Price, including Q&A

- Tom Price delivered a presentation on Neighbourhood planning
- **ACTION:** Presentation to be shared with the group by email (pending)

Questions and Answers:

Q: Pam: Referendum - What is the percentage minimum of people that must respond? And what percentage must approve the NP?

A: There is no minimum turnout required; however, the HPC will need evidence that residents were consulted with. Majority approval is sufficient (at least 51% to 49%)

Q: David - how close does the NP need to fit with the Local Plan?

A: The Local Plan is somewhat fixed and provided separately by CBC, and the NP is a tool to fit that plan locally.

Q: Richard - How do we gain access to NP funding?

A: By an application process - submit by NP group or HPC. **ACTION:** Tom to send useful links. **ACTION:** The group is encouraged to read the 'Locality Road Map', as this has a guide to funding and how CBC can help with the process.

Q: Richard: Is there any access to useful mapping of the village?

A: **ACTION:** Tom to produce these and send to the group.

Q Mandie: Regarding housing already approved for Hockliffe, how will NP influence this?

A: Depending on timings, the NP could possibly support the way the areas are designed. However, there would be areas of this planning that sit outside of the NP and CBC control that may restrict this. Tom made clear the NP would not influence whether developments went ahead.

Q: Mandie: Requested a better understanding of funding available and how much was spent last time.

A: **ACTION:** Paul agreed to report back on this.

Q: Richard: Can the NP state that we don't want to build on Green Belt and indicate Brown Belt sites where development could go?

A: Tom confirmed this would not change the current planned sites for development.

Tom urged again for the group to read the 'Road Map' documentation to gain a better understanding of the process and what needs to be done and look at support packages available (both at cost via a consultant and free from CBC)

## **Review of Terms of Reference**

- ToR were agreed by the group

### **Date and time of next virtual meeting**

Monday 19th April. 7pm

DRAFT MINUTES – Lisa Antonini 6<sup>th</sup> April 2021

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