

## DENMEAD NEIGHBOURHOOD PLAN

## Meeting Notes – Workshop to look at the project plan and plan template

*Date of Meeting*

Monday 18 June 2012 at 6.30pm in the Old School

### *Present:*

Kevin Andreoli (KA)

Jane Andreoli (JA)

John Knight (JK)

Peter Ambrose (PA)

Patricia Stallard (PS)

David Griffiths (DG)

Nat King-Smith (NK)

Stuart Woodin – Local

Tony Daniells (TD), Clerk to De

## *Notes taken by*

Thursday 19 July at 4.00pm in the Old School

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## 1 Introduction

NLB welcomed everyone from the Forum and Stuart Wooding from Locality. He gave the purpose of the workshop as being to look at the project plan and the plan template. Stuart Woodin from Locality would be running the workshop. NLB briefly referred to the next workshop to be run by Stuart on 5 July on the topic of Sustainability – how do places become sustainable and resilient and what is the role of planning to achieve this. He also referred to other work planned with Deb Appleby of Locality on community engagement.

2 Stuart Woodin

Stuart introduced himself. He had been working on assignment to Locality for 6 months with the last 3 weeks being engaged on the intensive support programme for Frontrunners. The support requested by Denmead included support to develop a project plan and support to develop a template and structure for the Plan. Stuart would begin to address both of these requests in this workshop,

Stuart started by referring to a Neighbourhood Plan and both a process and a Plan. He handed out a document '12 Steps to a Neighbourhood Plan'. Of the 12 steps, he considered that Denmead had achieved steps 1 – 3 with steps 4 -6 being addressed now.

With some audience participation he examined the process, drivers and audience of a Plan. The following is a transcript of his flip chart

Process + Plan	Vision, timed, costed, framework, blueprint for 20 years and beyond, reviewable, living document
Drivers	Audience  Whole Parish Planners – LPA Landowners & Developers Residential owners Business & Services - Retail
NPPF Examiner	Test of Soundness  - Positively prepared - Justified - Effective

Stuart had prepared a draft template for a Plan<sup>1</sup>. This gave the suggested chapters and content of each. In the ensuing discussions, the following points were raised

- The Dawlish Plan Inspectors Report was one Inspectors view of one Frontrunner's Plan
  - The intention was to have a Plan running to no more than 35 pages. Use an annex for detail and keep the Plan short and snappy

<sup>1</sup> The Plan, as considered has been updated by SW after the meeting and Version 2 is attached as an Annex.

- Keep it simple and make use of what already exists e.g.VDS
- Does chapter 2 fit in with sustainability?
- Present material in a lively way to encourage people to want to read the Plan. NKS would be able to help with the layout
- There should be a conclusion at the end of each chapter with a pointer/introduction to the next chapter
- Chapter 3 will be a challenge as the members of the Forum were not qualified to comment on these topics. JN was surprised to see it there.
- Quality of information available from other bodies may not allow a qualified comment
- NKS questioned if chapter 6 should come before chapter 5. It was agreed that it probably should.
- Chapter 6 should also include a paragraph on planning for recreation and open space.
- JN considered that chapter 6 did not need to happen or it could reference documents elsewhere
- SW considered JN input to the group to be key
- JN advised that WCC would not include a section on Denmead in the next phase of the Local Plan. Where WCC knew a Plan was being prepared, this would be used to fill these missing sections.
- The move was away from simply looking at SHLAA sites to that of land usage
- A crucial element of the Plan was to explain what happens after the referendum e.g the delivery phase

Stuart left the meeting at 8.30pm

### 3 Community Engagement

NLB updated the Forum after his meeting with the Schools. The planned presence at the School Fete would not happen. Instead a further village centre engagement would be used and NKS/John Knight and Dg agreed to cover this

Further engagement on Thursday 21 and Friday 22 June had been suggested so that a different audience could be engaged. JK, NLB and PS would cover 21 June from 12 – 2 pm. With no volunteers the planned engagement on 22 Jun between 3 – 5 pm was cancelled.

PA had also had conversations with two residents who were prepared to help prepare a Plan.

Meeting closed at 8.50pm

Copies to	Attendees Parish and Ward Councillors Neighbourhood Steering Group and Forum
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## Neighbourhood Plan Template - Draft 2

Chapters and Sections of Plan	Content (material needed)	Sources of Information	Actions needed & who responsible	Timing
<b>Chapter 1: Setting the Scene</b> <ul style="list-style-type: none"> <li>• Why this plan? What the plan is and isn't</li> <li>• Denmead's Place in the South of England</li> <li>• Introduction to villagers and their lives</li> <li>• The history and uniqueness of the village and its surrounds</li> </ul>	<ul style="list-style-type: none"> <li>• The motivation for developing the plan, the benefits of having one and what it can and can't achieve. Influencing where development should and shouldn't happen. Timescale of plan</li> <li>• Summary of reason why Denmead has grown and thrived</li> <li>• Map of location showing roads, rivers railways lines etc</li> <li>• Summary of the range of residents, businesses, services, visitors and lifestyles in evidence across the village (i.e. Denmead is not homogeneous)</li> <li>• A reminder to people about the culture and uniqueness of Denmead. What keeps people here, what needs to be kept/built on</li> </ul>	VDS  Settlement Profile, Denmead	Appoint a chapter editor  Source maps, write towards end as a summary of chapter 2	
<b>Chapter 2: What we found out</b> <ul style="list-style-type: none"> <li>• How we went about our task</li> <li>• Denmead at a Glance <ul style="list-style-type: none"> <li>i. The people</li> <li>ii. Lifestyles and culture</li> <li>iii. Housing</li> <li>iv. Community Life and Infrastructure</li> <li>v. Business and employment</li> <li>vi. Shops and services</li> <li>vii. Moving around</li> <li>viii. Farming and land-use</li> <li>ix. ?</li> </ul> </li> <li>• Unexpected findings the plan needs to address</li> </ul>	Summary and conclusions only of desk work and engagement activity undertaken (linked to later chapters). Cross referenced to sources of information used and a key appendix <ul style="list-style-type: none"> <li>i. Population demographics</li> <li>ii. Socio-economic status/classes, equality groups, benefit dependency</li> <li>iii. Range, type, tenure, location and age of housing</li> <li>iv. Social and community infrastructure, active groups, sports and recreational facilities</li> <li>v. Business locations, where people work, range of businesses</li> <li>vi. Range, type, tenure, location and function of shops and services provided locally including education &amp; health</li> <li>vii. Travel and car ownership, car parking</li> <li>viii. Ecosystem services, food production and other land uses</li> <li>ix.</li> </ul>	WDC Parish Profile  New analysis at super-output level from 2011 census  Settlement Profile, Denmead  Acorn  Business survey  Parish Council lists of groups and activities	Appoint a chapter editor  Desk research,  Audit of shops and services  Photos to illustrate	

Chapters and Sections of Plan	Content (material needed)	Sources of Information	Actions needed & who responsible	Timing
<b>Chapter 3: Opportunities and Threats</b> <ul style="list-style-type: none"> <li>• What big trends do we need to address?               <ul style="list-style-type: none"> <li>i. Climate Change</li> <li>ii. Energy Security</li> <li>iii. Food Supply</li> <li>iv. Local and national Economy</li> </ul> </li>   <li>• Internal perceptions and aspirations</li> </ul>	<p>How might the 'big issues' out there impact on local peoples' lives in the future?</p> <ul style="list-style-type: none"> <li>i. Key facts, impacts locally (incidents of floods, drought, storms, heatwaves)</li> <li>ii. Petrol for cars, oil for heating, natural gas, impact on countryside (energy crops)</li> <li>iii. Changing consumer expectations, food miles, embedded water, local food production</li> <li>iv. Trends and projections with regard to macro economics and local economy. The Denmead pound – where is it spent?</li> </ul> <p>Link paragraph to next chapter, making the point that there are objective threats and opportunities, but also internal perceptions and aspirations (of villagers) that are just as important to address</p>	Core Strategy - high quality environment  Climate Change predictions  Sustainable Community Strategy (WDC)  Local survey work	Appoint a chapter editor  Decide if focus of workshop should address these issues  Group needs a sustainability champion	
<b>Chapter 4: Hopes and Fears - Engagement findings</b> <ul style="list-style-type: none"> <li>• How we worked with interested parties</li> <li>• Top ranking hopes and fears</li> <li>• What people wanted more or less of</li> <li>• How far people are willing to embrace the challenges – and change</li> <li>• The range of opinions and needs expressed</li>   <li>• Conclusions</li> </ul>	<p>Focusing hopes and fears</p> <ul style="list-style-type: none"> <li>• Define interested parties, consultation and engagement points</li> <li>• How we recorded peoples views and stories</li> <li>• From questions generated, conversations, workshops etc</li> <li>• Related to likes and dislikes</li> <li>• Reaction to growth and challenges discussed</li> <li>• Important section about what needs people identified (e.g. allotment space, cycle storage, play space)</li>   <li>• Important comment on to what extent people have their head stuck in the sand or are in fact quite open-minded (i.e. the range of opinions that working group has had to finely balance)</li> </ul>	Resident Engagement results  Business engagement/ Breakfast meeting results  Written views sent in  Social networking content	Appoint a chapter editor  Agree Engagement Plan and activities  Agree method of data capture and who does analysis	

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<b>Chapter 5: Central and Local Government's aspirations for our Parish</b> <ul style="list-style-type: none"> <li>• The 3 levels of planning - National, Local, Parish</li> <li>• Key strategic policies of Winchester DC</li> <li>• WDC's Sustainable Community Strategy</li> <li>• New land put forward under SHLAA</li> <li>• </li> <li>• Housing Need and allocations</li> <li>• Key developments planned that may affect us</li> <li>• Constraints imposed by Local Plan</li> </ul>	Policy Context <ul style="list-style-type: none"> <li>• Diagram showing how 3 levels of planning relate to each other and brief explanation of how neighbourhood plan relates to the Local Plan (complimentarity)</li> <li>• The presumption in favour of (sustainable) development.</li> <li>• 12 Core Planning principles in the NPPF</li> <li>• Brief summary of Winchester's Core strategy &amp; Sustainable Community Strategy particularly relating to: <ul style="list-style-type: none"> <li>◦ Recreation and health</li> <li>◦ Housing and infrastructure</li> <li>◦ Economic prosperity</li> <li>◦ How new land allocations is being dealt with (cross referenced to section on SHLAA)</li> </ul> </li> </ul>	Locality website  NPPF  Winchester's Core Strategy Part 1  Community Strategy  SHLAA sites put forward to Council	Appoint a chapter editor  Clarify WDCs input  Gather documents in one place	
<b>Chapter 6: Our Vision &amp; Aims</b> <ul style="list-style-type: none"> <li>• Vision Statement</li> <li>• Aims</li> <li>• Hoped for outcomes</li> <li>• Choices, Choices</li> </ul>	<ul style="list-style-type: none"> <li>• Explains how the findings and understanding of the challenges has influenced the vision, that this is the people's vision and not just the Parish Council's</li> <li>• Explains that not all of the aspirations of villagers can be fixed by planning decisions, but the effective use of land, space and buildings are important starting points for making Denmead a resilient community/place</li> <li>• Choices section deals with the different levels of change that might be considered and the why there are options presented at draft stage, together with the role of a Sustainability Assessment</li> </ul>	Working Groups  Full Steering Group, minuted discussion	Appoint a chapter editor	

Chapters and Sections of Plan	Content (material needed)	Sources of Information	Actions needed & who responsible	Timing
<p><b>Chapter 7: Key proposals, (initially presented as Options)</b></p> <p>By named themes e.g :</p> <ul style="list-style-type: none"> <li>• Moving around</li> <li>• Strengthening the shopping centre &amp; offer</li> <li>• Building on successful businesses</li> <li>• Housing now and for future generations</li> <li>• Health and Recreation for all ages</li> <li>• Sustainable Energy etc</li> <li>• Use of land</li> <li>• Heritage and public realm</li> <li>• Our Environment and biodiversity</li> </ul>	<p>This chapter will evolve from engagement, working groups and Parish Council meetings. They will reflect strongly the vision and aims and outcomes from a public options workshop or exhibition and reaction received from statutory stakeholders and neighbouring parishes.</p> <ul style="list-style-type: none"> <li>• Moving around covers rights of way, cycling, use of car, public and community transport, walking</li> <li>• Shopping centre might cover any potential scheme to make more pedestrian &amp; cycle friendly while maintaining passing trade &amp; expansion plans of any shops (e.g. co-op)</li> <li>• Potential for further growth and larger business park</li> <li>• Housing sections covers results of SHLAA review</li> <li>• Health &amp; Rec includes sports, new rights of way, health services etc</li> <li>• Sustainable Energy includes encouragement of renewables, electric cars etc</li> <li>• Use of land includes development use and sites not put forward under SHLAA. Any community Right to Build order(s) worked up</li> <li>• Heritage and public realm includes local standards relating to buildings and public realm (e.g. the Denmead vernacular)</li> <li>• Covers protection for environment and the ecosystem services it offers (including local food production &amp; recreation)</li> </ul>	<p>Working groups</p> <p>Minuted discussion of steering group</p> <p>Letters received from neighbouring parishes and statutory stakeholder</p> <p>Experience from elsewhere (with similar proposals)</p>	<p>Appoint a chapter editor</p> <p>Working groups to identify their potential key proposals by xx 2012</p> <p>Launch Invitation to gather good ideas: How would you improve our village?</p> <p>Options workshop or exhibition (and website information and feedback loop)</p>	
<p><b>Chapter 8: Referendum and Delivery</b></p> <ul style="list-style-type: none"> <li>• Commendation</li> <li>• Referendum rules and question</li> <li>• What happens after the referendum</li> </ul>	<ul style="list-style-type: none"> <li>• Statement recommending the plan to parishioners. List of names of people supporting the draft plan (inside front cover)</li> <li>• Referendum question as set out by Government and process as set out by Winchester DC</li> <li>• Role of Parish Council re delivery and further work</li> </ul>	<p>See NP Regulations</p>	<p>Appoint a chapter editor</p>	