



WORKING GROUP MEETING 15 JANUARY 2016

Member in attendance		
Cllr Steve Clarke (SC) Chair		Yes
Ros Bowles (RB), Town Partnership, Vice Chair		yes
Cllr Mrs Valya Schooling (VS),		Yes
Cllr Alvin Reid (AR),		Apologies
Cllr David Hawkins (DH)		Apologies
Alan Watson (AW), NEMBRA		Yes
Mike Horswell, NewBiz (MH)		Newbiz resigned from group
Jon White, Faith Representative (JW)		Apologies
Charlotte Geer, Youth Representative, Arnewood School (CG)		Apologies
Project Officer Claire Lambert (CL)		yes

Attachments Stakeholder Engagement and Communication Plan, draft Initial Stakeholder Engagement plan

1. Cllr Clarke welcomed all to the meeting

2. Comments on minutes of previous meeting

The previous minutes of 15 October 2015 were accepted.

3. Actions not covered in Agenda

- a. Two possible sources for external expert audit were the consultants 'Locality' via the Dept of Communities and Local Government or the consultants Planning Aid via the Royal Town Planning Institute. Initial approaches have been made and it is likely that this help would need to be paid for.
- b. Agreeing champions for the submission plans was deferred to the next meeting.
- c. It was agreed that a stylised parish map should be used as part of the presentation of material to ensure it was clear that 'New Milton' meant the whole parish. CL to get draft to AW to edit.

4. Housing Update

Cllr Clarke gave an update on the housing issues in the District Council Local Plan Review that is underway. It is expected that there will be a substantial increase in the provision of housing across the New Forest District following the Government's National Planning Policy Framework. The District Council is expecting to begin public consultation with provisional allocations in the early summer. There was a discussion about the mix of the housing types, the implications for the parish and the role the Neighbourhood Plan could take in delivering what was needed.

5. Process Diagram and Project Plan

- a. The Process Diagram and Project Plan are now ready to go on the website. They will always be subject to review and amendment as the Plan moves forward.

6. Stakeholder Engagement and Communication Plan

- a. All to see the attached Plan and return any comments by 4 Feb after which it will go on the website. This Plan will always be subject to review and amendment.

7. Resources Plan-

- a. This Plan to include identifying and managing financial, staff, consultant and volunteer resources, Service Level Agreement NFDC, NFNPA, applying for Grant Aid etc.
- b. In the absence of a volunteer CL to take on for now.

8. Website launch

- a. The website can be made live and plans added.

9. Initial Stakeholder Engagement

- a. CL presented the more detailed planning that she and RB had undertaken
- b. It was agreed to time this event to fit in with NFDC's public release of the local housing figures to ensure there was lots of interest in local planning and good attendance and engagement. SC to confirm with NFDC when this would be but expected early summer.
- c. Given the amount of preparation work to do, particularly in preparing material for awareness of the process and the issues and how to record feedback, early summer would be about right.
- d. CL to get venues booked as soon as SC confirmed dates. Include the Memorial Hall, Community Association, Community and Village halls across the parish; New Milton, Bashley, Ashley (to include Becton) and Barton. Try to arrange events during the day, evening, and weekend over a one week period.

10. Date of Next meeting- This will be mid Feb but work is needed (CL) to find a new date and time that suits all that we can stick to as a regular slot.

ACTION AGREED

Agenda item	Action	Who	when
Current policy crib sheets	NFDC and NFNPA policy crib sheet will be finalised for next meeting.	CL	As priorities allow
3 External audit	CL to continue to implement	CL	Mid Feb
3 Submission Plan champions	Discuss at next meeting	CL	Mid Feb
3 Parish map logo	CL to send AW copies of what is available	CL/AW	Mid Feb
5 Process Diagram, Project Plan	Current draft can go on the website	Cl to email to AW	Mid Feb
6 Stakeholder and Comm Plan	All to return any comments by 4 Feb after which the draft will go on the website	all	4 Feb
7 Resources Plan	CL to take on	CL	Outline by mid Feb
8 Website live	AW to instigate	AW	Mid Feb
9 Initial Stakeholder Engagement	CL/RB to take action forward, the priority being booking venues.	CL/RB	Mid Feb
10 Next meeting and Group members	CL to discuss with members a replacement for Newbiz and a suitable regular meeting slot	CL	ASAP