

BRAMSHOTT & LIPHOOK PARISH PLAN
MINUTES OF AUDIT TEAM MEETING (V1.1)

Held in the Millennium Centre on 23rd January 2014 at 1930 hours

Present: Trevor Maroney (Chairman), Colin Osborne & Andrew Pope.

Apologies: Adrian Bird, Eve Hope, Mukund Patel, Martin Feast & Jackie Poole (Secretary).

1.	<p><u>Introduction.</u> The Chairman welcomed everyone to the meeting and explained that he had received strong interest in helping with the Parish Plan from everyone that he approached. He managed to co-opt six members with backgrounds in surveying, architecture, youth leadership, sport and health care along with representatives from two action groups. Of those that kindly volunteered some felt that they might need to limit their involvement to meetings in those areas requiring their specific expertise.</p> <p>He added that he was currently seeking representatives from the Community Magazine and small businesses, the latter with marketing experience. Three people felt unable to join the team due to other pressing commitments.</p> <p>He then distributed a list of those on the BLPP Governing Body, the Steering Group.</p>	Chairman
2.	<p><u>History of the Parish Plan.</u> The Chairman gave a brief history on the Steering Group's progress over the past 3 years. He ended by saying that the Group had sufficient information to enable the Parish Plan to be published. All it now required was a thorough review of the data (this audit), to draw out recommendations and then debate workable solutions. He accepted that some sections could be completed later. Subject to the team's findings he would continue writing the Plan. If it was felt that the Plan needed re-writing the Steering Group had agreed to employ the services of a more experienced, professional writer.</p>	
3.	<p><u>Work Programme.</u> The Chairman outlined the programme of work required to complete the plan:</p> <ol style="list-style-type: none"> a. Audit phase lasting a month – 2 or 3 sessions. b. Amalgamating the Audit Team with the Steering Group – one session to identify common ground, highlight main issues and agree programme of work. c. Debating each section of the plan to derive workable solutions – 4 to 6 sessions. d. Seeking EHDC advice on how to present the Plan to the community in the form of an exhibition – designated working party involving one or 2 sessions. e. At the same time a separate working party would be needed to design a suitable questionnaire – one or 2 sessions. f. Exhibiting the Plan over a long weekend - Friday to Sunday. g. The Chairman analyses completed questionnaires, holds debrief and amends the plan within 2 months of exhibition. h. Publication of the Parish Plan in late August or early September. 	

	<p>He went on the stress that the village needed improved infrastructure such as more public transport, better road network, an effective drainage system (storm & foul) that could cope with the planned additional housing, more car parking etc; which could only achieve this through sound, reasoned and rational argument. He felt it essential that when looking at comparators the Parish Plan needed to compete with local towns and not with other parishes. He was therefore trying to ensure the quality of research was as good as the Market Town Health Checks produced by Alton, Bordon and Petersfield.</p>	
<p>4.</p>	<p><u>Review Sections.</u> As requested the co-opted members came prepared with annotated copies of the sections they had audited. These were left with the Chairman to enable him to amend the Plan accordingly. Rather than itemise all the changes the following minutes highlight those areas requiring further work and by whom:</p> <p>a. Introduction. Paragraph:</p> <p>2.2. Plan needs dates of surveys added.</p> <p>2.7. Working Groups - the wrong message, review. AP to provide draft.</p> <p>2.11. JCS – update.</p> <p>2.12. NP – uncertainty, CO agreed to revise wording.</p> <p>Recommendations required.</p> <p>b. History of the Parish. Fine.</p> <p>c. Demographics.</p> <p>Add sources to an introduction paragraph.</p> <p>Paragraph 4.13. Rework wording on travelling distances.</p> <p>Recommendations:</p> <p>(1) Traffic assessment & management plan.</p> <p>(2) Likely effect of population increase on sewage system.</p> <p>(3) Address impact of pupil population on schooling provision.</p> <p>d. Elderly, Disabled & Medical. Paragraph:</p> <p>11.28. Medical Centre – update required. The demand was questioned as some doctors only work part-time</p> <p>11.47. Encouraging Volunteering – turn the wording of this paragraph into strength. AP agreed to draft suitable wording.</p> <p>11.49. Consider deleting.</p> <p>Recommendations:</p> <p>(1) Get disabled access to the Station.</p> <p>(2) Maintain & enhance community transport – LVC’s strength.</p> <p>(3) Examine Medical Centre issues.</p> <p>e. Emergency Services. Paragraph:</p> <p>12.28.4. Flooding. Expand on flooding on Longmoor Road after speaking to owners of 136 & 138. Note the high water table.</p> <p>12.30.4. Strengthen corresponding conclusion.</p>	<p>(The Chairman unless otherwise stated)</p> <p>AP</p> <p>CO</p> <p>AP</p>

	<p>12.32. Reconsider revising local emergency planning along the lines of contingency planning for disaster such as, say, the Millennium Centre burning down.</p> <p>Recommendations:</p> <p>(1) Get speed watch going.</p> <p>(2) Produce potential solutions to flooding problems.</p> <p>f. Environment. Paragraph:</p> <p>13.6.1. Second & third bullet points - booklets and maps on walks have been produced. Ditto in conclusions.</p> <p>13.6.1. Fifth bullet point – re-write as defence against unnecessary development. AP agreed to draft.</p> <p>13.7.2 & 13.7.3. It was agreed that these are now superfluous.</p> <p>13.7.4. AP pointed out that any obstruction to the PROW can easily be reported to the HCC Rights of Way Section via their website.</p> <p>It was agreed that this section seemed dated and too light and needs more on:</p> <p>(1) Protecting the benefits of the SDNP.</p> <p>(2) The number of farms in the parish and what the farmers are doing to protect and enhance the environment.</p> <p>Recommendations to include Paragraph 13.9.</p>	AP
5.	<u>Any Other Business.</u> There was none.	
6.	<u>Next Meeting.</u> Thursday 6 th February 2014 at 7.30 pm in the Millennium Centre.	

Meeting ended at 9.30 pm.

Signed:

Chairman BLPP

Date:

Enclosure:

1. List of Steering Group Members.