



**ALTON NEIGHBOURHOOD PLAN STEERING GROUP
MEETING NOTES
WEDNESDAY 28th JUNE 2023 1PM**

In attendance:

Chair Mike Heelis (MH),
Deputy-Chair David Allan (DA),
Leah Coney – Town Clerk (LC)

1) Action Plan Updates inc. particular items of note:

1	Review Landscape Studies	Complete and in Shared Drive
2	Prepare Design Code	Draft due from Jessie this week
3	Prepare Housing needs Assessment	complete
4	Review HNA	Completed and sent back
5	Review Land Availability plan	Complete
6	Review Sustainable Transport map	Complete
7a	Review Net Zero Transport paper	Complete
7b	Review NP and EHDC Parking standards	Complete
7c	Prepare review paper for OH review	Complete
8	Review Community Facilities Study	complete
9a	Identify candidate Green Spaces	Complete. LC still looking at BNG concepts and will contact ANHS (Cathy Wilson)
9b	Contact relevant landowners	Need to contact – starting with EHDC for amenity land spaces in Alton (LC to action)
10	Prepare list of leisure projects	Complete for now. LC to meet with EHDC consultants (Continuum to look at playing fields and pitches which is outstanding)
11	Review School Places Plan	complete
12	Review Town Centre Study etc	LC confirmed People for Places unable to carry out workshop in our timescales but given the lack of funding from Locality at the moment and the additional cost of this study (£5,000) this has been paused.
13	Obtain search data from BIC	Completed.
14a	Review Alton Local List	In hand with Nick Carey-Thomas
14b	Contact relevant property	Not required as yet

	owners	
15	Review Passivhaus policy (Ivers)	complete
16	Review ACAN toolkit re retro-fit	Completed
17	Approve OH note	Complete
18	Update Action Points	Review of existing complete. Additional action points will require inclusion post consultation.
19	Plan and organise engagement events	Next event September. LC action to publish outputs from the May sessions on the website.
20	Keep records of all consultations etc	LC keeping spreadsheet of engagement

2) Scenario Planning- session notes, feedback and next steps

MH had prepared a list of comments back to LH regarding the draft session notes which were worked through and agreed. Final version of session notes to be circulated to the wider group with the agenda for the next meeting.

LC to contact Jenny Wood regarding brownfield opportunities in Alton and whether the former post office and the job centre building had been identified as potential sites.

3) Dates of next meetings 12th July (consultants and LPA) 26th July (Exec)

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