



**ALTON NEIGHBOURHOOD PLAN STEERING GROUP
MEETING NOTES
WEDNESDAY 29th NOVEMBER 2023 2PM**

In attendance:

Mike Heelis- Chair (MH)
David Allan – Vice Chair (DA)
John Grace – Community Representative (JG)
Peter Holden – Community Representative (PH)
Richard Parratt – Communications Representative (RP)
Councillor Suzie Burns – EHDC Representative (SB)
Councillor Graham Hill - ATC Representative (GH)
Pat Harris – Interim Town Clerk (ATC)
Leah Coney – O'Neill Homer (Consultants) (LC)

1. **Apologies** –Rob Fowell (RF) and John Bound (JB). Cllr John Chubb & Councillor Annette Eyre – ex-officio
2. **Updates since the last meeting**
 - 2.1 Local List: 2 response emails sent to householders – The first (Tudor House) received no further response thus silent agreement and property included: the second (20 Mount Pleasant Road) was inconclusive and so the matter is considered closed and property stays.
 - 2.2 Timetable – issued with January dates for EHDC/ATC/ANP3
 - 2.3 Comments on Policies and Action Points - no further comments received or added to those made by MH & DA. Group reminded to submit any further comments before the next SAG meeting.
 - 2.4 Outstanding Rob Fowell's list of open spaces – MH to chase
 - 2.5 Risk Register – MH has updated and circulated to group with all comments added that have been received
 - 2.6 Vision Statement – all agreed needs to be short, snappy and memorable – preferably one sentence in length. MH to circulate current draft and SG members to comment back before next meeting.
 - 2.7 Town Centre Masterplan – LC advised first draft done and is due next week
3. **Validation of Housing Allocation approach**
 - 3.1 Tentative Public Engagement booking made 7th/8th January for Assembly Rooms – to be cancelled
 - 3.2 Option analysis paper issued by MH/DA – held in abeyance
 - 3.3 Testing of the community for site allocations has yet to be done – understanding of EHDC rationale required – not yet established and their testing of Reg 18 Part 2 will be critical to gain understanding of public response (noting this is District wide and not Alton centric)
 - 3.4 Group reminded that if you take allocations out before Reg 14 – you cannot put back in afterwards
 - 3.5 EHDC Reg 18 Part 2 timetable is 'established' and District Councillors should be briefed in mid December – but yet to be fully confirmed
 - 3.6 Group reminded of process - voting on ANP3 is only done at Referendum Stage
 - 3.7 ANP2 expires on 30th November 2023

- 3.8 Communication Strategy for Steering Group – focus on ‘what is best for Alton’ – Alton community comes first
- 3.9 MH to brief Town Councillors on 13th December to bring them up to date with where the Steering Group is in respect of ANP3
- 3.10 Steering Group reminded that no evidence gathering and work done to date has been wasted
- 3.11 Decision taken is to go with Option B :
 - (i) To meet Basic Conditions of a Neighbourhood Plan you have to allocate the number specified by the Planning Authority for the NP area.
 - (ii) [REDACTED]
 - (iii) LC meeting with AECOM earlier using the paper from the Consultants to test against reasonable alternative – Steering Group will have an allocation workshop at a later date
 - (iv) [REDACTED]

4. Site Allocations

- 4.1 Agreed that allocations per Consultants paper Option B will be included in the draft Reg 14 submission Plan.

5. Draft Policies and Action points

- 5.1 Being worked through by LC–by 10th January

6. Draft ANP3 Document

- 6.1 LC advised that concept of approach agreed (all with designer) and will be reviewed as to whether aesthetically will include layered or separate approach
- 6.2 Steering Group agreed that Plan should be published in a similar format to ANP2. LC advised that concept of approach agreed (all with designer). Presentation must not be too busy or difficult to understand

7. Update on public engagement/communications

- 7.1 MH to address Town Councillors on 13th December – looking for their endorsement of Steering Group approach – highlighting both constraints and opportunities.
- 7.2 MH to prepare a ANP3 current Position Statement for release to the public before Christmas

8. Next steps in the Project Plan, including further public engagement

- 8.1 Agreed slippage and amendment of timetable will require Project Plan to be updated by LC.
- 8.2 Town Centre Masterplan – to come
- 8.3 LC needs 3 to 4 days to do the narrative
- 8.4 Policies Map – single or layered map/Green Infrastructure and Travel maps single maps
- 8.5 As an outcome from discussion on allocations it was agreed that the ANP3 Reg 14 Consultation will be undertaken in the Assembly Rooms on 05/06 Apr 24. PH to book as soon as possible.

9. Any Other Business

- 9.1 Input from Outside Bodies for Reg 14: larger sites will have done pre-application already in respect of highways.
- 9.2 [REDACTED]
- 9.3 E-mail from Scenario 3 site who has confirmed he had met with residents association
- 9.4 Narrative for the Plan – LC confirmed work has started

- 9.5 LC to clarify with EHDC whether ANP3 is a 'New Pan 'or 'Modification Plan 'given the current plan runs out on 30th November and had a total duration period to 2028 whereas we are planning outside the Planning Authority to 2040..
- 9.6 It was confirmed that the EHDC Reg 18 Part 2 public consultation is expected to commence on 03 Feb 24.

Meeting concluded at 4.10 p.m.