KING'S SOMBORNE PARISH COUNCIL

Minutes of a Meeting of the Neighbourhood Development Plan Steering Group
held in the Epworth Hall at 7.00pm on Wednesday 7 December 2016

Present: Cllr A Brock (Chairman)
Mrs F Dunger
Cllr K Hughes
Mr G Searle
Cllr R Sutton
Ms C Thompson

In attendance: Mr P J Storey (Clerk to King's Somborne Parish Council)

Public Session: No members of the public were present.

1. Chairman's welcome and announcements

1.1 The Chairman welcomed everyone to the meeting but stated that unfortunately the meeting was not quorate. However, in view of the tight timescale for determining the Housing Needs Survey, it was agreed that informal discussion should take place to finalise the survey questions and other related matters.

2. Housing Needs Survey

2.1 Mrs F Dunger and Mr G Searle had met with Action Hampshire to draft the content of the Housing Needs Survey and this was agreed apart from some minor text changes. The revised drat would be referred back to Action Hampshire for final agreement before they printing sufficient copies for us to hand deliver to the 718 dwellings in the Parish.
Action: Mrs F Dunger and Mr G Searle

2.2 It was anticipated that the survey would be distributed in early January 2017 and before the public consultations planned for both Thursday 12 and Saturday 14 January 2017, subject to the availability of the Village Hall. Members could help with completion of the Survey at these consultations, if needed. Responses should be returned to Action Hampshire either in the pre-paid envelop provided or on-line by 19 January 2017; these dates would be delayed by one week if the Hall was not available on our preferred dates.

2.3 Action Hampshire would then submit their draft analysis of the Survey responses to us for consideration and determination of how we choose to incorporate the data collected into our Plan.

2.4 It was agreed that more information was necessary on the definition on the current breakdown of applicants on the Housing Needs register.
Action: Cllr Brock

2.5 Cllr Sutton would co-ordinate the publication of the public consultation dates and draft an explanatory note to be delivered with the survey giving some background information

on the need.
Action: Cllr Sutton

2.6 The Clerk would check the Village Hall availability.
Action: Clerk

3. Date, time and place of next meeting – Wednesday 11 January 2017 at 7.00pm in the Epworth Hall, Winchester Road, King's Somborne (Note: the meeting planned for 21 December 2016 was cancelled)

There being no further business, the Chairman closed the meeting at 8.10pm