

Sandhurst Town Neighbourhood Plan Steering Group Committee.

Minutes of the proceedings of the Steering Group Committee, 8th January 2025.

Venue: - Lakeside Community Hall.

Present: -

Ian Booker (Chair)	IB
Dale Birch (Deputy Chair)	DB
Michael Brossard	MB
Mike Butcher	NMB

Apologies for absence: -

Ashley Bower-Dyke	AB
Sylvia Trevis	ST

Matters arising: -

There were no declarations of interest recorded.

Previous minutes: - The previous minutes of 12th November 2024 were approved by MB and seconded by DB.

1 Update on the public and business consultation programme: -

IB noted that there had been a continual flow of resident questionnaire responses, (hard copies and SurveyMonkey). The responses were approaching 500, albeit it that there were several weeks left for further responses to be received. The number of questionnaires received so far indicated that they were in line with the percentage number received when compared to nearby Parishes who had also used questionnaires as a process to gauge resident planning viewpoints.

From an analysis of the questionnaire responses, it was found that they provided an overwhelming trend in demonstrating their current concerns, and future desires. Their overwhelming thoughts being sufficient to commence the drafting of the NP policies (albeit all matters will be reviewed post 20th January 2025). Salient matters identified by residents: - Protect valued greenspace, limit traffic in Yorktown Road, limit further development, parking concerns generally, develop brownfield and infill sites only (preferred developments on these sites being starter homes).

Due to an overwhelming agreement regarding the resident's current concerns and future desires the Steering Group considered that there was little need for additional

help in analysing the questionnaire responses. The Steering Group to then collate and summarise the responses post 20th January.

In the meantime, continued advertising for questionnaire responses to be returned was required. DB to check that the STC website continues to advertise the matter, and that Facebook updates were also continued. **Action DB**

2 Salient NP programme progression matters: -

- a) Update of draft NP, including policies in readiness for ET Planning to check the draft policies (for clarity) mid-February 2025.
- b) Commence Regulation 14 Consultations late February 2025.
- c) Forward the draft NP to BFC for environmental checking late February (note: - this can run in parallel with the commencement of the Regulation 14 process).

3 Liaison with BFC: - BFC have been asked to provide the Steering Group with an updated schedule of other Authorities and organisations that need to be contacted as regards our Regulation 14 NP document. They have also been asked for their informal comments regarding the “work in progress” NP, and in particular comments relating to our NP Map reference SNP 1. **Action IB**

DB is in contact with BFC regarding an updated map to show BFC owned land in Sandhurst. **Action DB**

IB has contacted BFC regarding the planning status of local small plots of open green areas on numerous Sandhurst housing estates. These plots have amenity value, but not in the ownership of BFC. **Action IB**

Incorporation of these areas into the NP to be considered following the receipt of BFC’s response (this to include land in Owlsmoor identified by residents).

4 Draft NP “words so far”: - IB tabled the initial draft NP document for Steering Group thoughts and comment (albeit the document was “work in progress”).

Key matters raised: -

- a) NP draft section 5 (Environment), Local Green Space (This relating to areas that are considered beneficial to the community and requiring NP Local Green Space protection from general development): -
The major areas of local green space have been identified (with maps), these included the Blackwater Valley and surrounding countryside (comprising Horseshoe Lake, Tri-Lakes, Memorial Park, Shepherd Meadows) and Snaprails Park.

Further Local Green Space(s) are to be added to the NP draft, these include current land in BFC ownership at School Hill, land off Sandy Lane, Land off Cheviot Road, Owlsmoor Park and Ambarrow Court.

Maps of these potential Local Green Spaces will need to be identified within the NP by an associated Map. IB has maps of Owlsmoor Park and Ambarrow Court. DB to provide maps of the other areas. **Action DB**

All to consider if there are any other land that could require a Local Green Space designation (note current sports pitches will be covered separately within the NP draft). **Action All**

- b) NP draft section 8.2 (Improving Community Infrastructure) Lower Church Road: - IB has contacted St Micheal's Church regarding a potential meeting to discuss related car parking/ school drop off concerns. Response awaited. In the interim MB to also contact Rev John Castle to chase up a meeting date and venue. **Action MB**

- 5 Preparation of Regulation 14 Consultations:** - IB noted that in addition to general consultations with residents, businesses and partners the Steering Group would hold numerous workshop meetings with key Sandhurst based bodies. These could include, but not be limited to, Sandhurst Councillors, Schools/Churches, leisure/Clubs, businesses.

Action to progress Regulation 14 workshops: -

Councillor Workshop: - Aim being to instigate a workshop for all Sandhurst Councillors to attend. Proposed date/time and venue (7pm Wednesday 26th February in the Kitty Dancy Room). DB to contact Councillors regarding the workshop. **Action DB**

Room booking of **the Kitty Dancy Room for 26th February (7.00pm):** - **Action MB**

IB will forward a draft of the NP to the Councillors approximately 10 days in advance of the meeting. IB to chair the meeting. IB will draft an initial agenda for Steering Group approval. **Action IB**

Other workshops to discuss Regulation 14 matters: -

MB to book **the Kitty Dancy Room for 4th and 5th March**, also to commence at 7.00pm. **Action MB**

The precise Sandhurst group to attend which date will be decided once initial informal early contact(s) have been made.

Business workshop: - MB to produce a contact list of all key Sandhurst businesses who may wish to attend an NP Workshop. **Action MB**

Leisure workshop: - DB to produce a contact list of all key Sandhurst Leisure organisations/ Clubs. **Action DB**

School workshops: - The date and venue could be flexible as it may need to be arranged during working school hours. Attendance at the School workshop could be attended by all with an interest (could include governors, teachers, admin and key pupils). NMB to produce a detailed school contact list in readiness for a future formal invite to be instigated. **Action NMB**

Workshop procedure/Agendas/Attendees: - It would be desirable that Steering Group members attend the workshops where they have an associated interest. Precise attendee and related procedure to be drafted nearer the time. **Action IB**

General Contact details: - Notwithstanding the actions above to produce contact lists, if any Steering Group member has details of any organisation that they feel could be beneficial could they please forward details to the appropriate list compiler (NMB, MB or DB).

- 6 Other meetings:** - IB has contacted Yateley Parish Council with the view of meeting them/ members of the Yateley NP Steering Group to discuss matters of common interest. Response awaited. **Action IB.**

- 7 Date of next meeting:** - **12th February 2025, commencing 6.30pm at the Waterside Community Hall.** MB to book the room.

It should also be the intention to hold some informal meetings that may be required for the assistance of preparation work associated with the Regulation 14 consultations/ editorial checking of the NP draft.

