**DEEPCUT NEIGHBOURHOOD FORUM**

**ANNUAL GENERAL MEETING**

**29 APRIL 2017**

**Spar Hall, Newfoundland Road**

**7.30 p.m.**

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|  | **AGENDA ITEM** | **DETAILS** |
| **1.** | **Introductions and Apologies** | The Forum Secretary, Clare Kennedy welcomed to the select group of attendees and gave an introduction to the committee members in attendance, namely,   * Howard Hyde (Treasurer) * Alan Barnard (AB) * Angela Clarke (Stakeholder Consultation Lead) * Caroline Clark ( AC)     and welcomed a new volunteer for the committee, Jo Negus  Apologies received from: Susan Stewart, David Whitcroft (Consultants to the Committee), Kate Morsley, Resident |
| **2.** | **Minutes of 2016** | The minutes of the 2016 AGM were accepted as a true record. |
| **3.** | **Matters Arising** | None |
| **4.** | **Committee Report for the Year Ending 31st March 2017** | The Committee has continued its fortnightly meetings.  They also attended regular meetings with SHBC Planners to discuss matters of concern re Deepcut as well as an update on the PRB development as it affects/will affect the village itself.  To create the Deepcut Neighbourhood Plan (DNP), professional technical studies and assessments to support policy objectives are required. In addition, public and stakeholder consultation is required and all of this takes considerable money and time.  Deepcut Neighbourhood Forum (DNF) has received funding from Locality to help cover some of the costs of the professional studies but it is not enough to cover them all.  One way the Committee is seeking to keep costs down is by asking local residents to help with the Landscape Character Assessment (on agenda).  It has been done like this in other areas and we hope as many residents as possible are able to help out with this task.  It will send a powerful message about local ownership and activity to the Independent Inspector who has to review the Neighbourhood Plan before it is put to a vote by Deepcut Residents.  Funds to cover the costs of resident consultation, copies of the draft plan, other professional input are still needed and thus we are appealing to all residents to join and hopefully pay a membership donation of £10 per household – or more if you wish - to offset those costs.  The Committee are all volunteers and have worked on this tirelessly to bring together all elements of the plan.  We are in the final stages but we need more funding to complete the task. We have calculated we will need at least another £6,000 to complete technical studies, hold consultations, print info etc.  **Neighbourhood Plan Technical Studies** – completed to date   * Heritage & Character Assessment * Employment Report * Housing Needs Assessment   Commencing today:   * Landscape Character Assessment – a large undertaking but vital part of the technical studies we have to have completed as part of the Plan.   HH will address this later.  **Plan Consultation**  Significant Stakeholder engagement is required to enable the Committee to gather the thoughts and aspirations of local residents and other key stakeholders. AC talking on this later.  **Support**  We are still in need of considerable support to complete this plan. If anyone has any expertise, inc fundraising or just a few hours available to proof read or contribute to sections of the plan, we would be delighted.  Please let one of the committee know your details and we will be in touch.  **Princess Royal Barracks Development**  This is outside the DNP scope until finished but the committee has developed a positive relationship with the developers, Skanska.  We have 3 monthly meetings with them to get updates on the development. We are also able to comment on issues – trees, potential village centre improvements as well as raising issues such as Parking, Deepcut Bridge Road usage, need for traffic calming measures.  **PLAN PROGRESS**  We are approaching the final stages, updating sections and finalising policies such as: identifying development sites – housing, commercial  Design code – styles, protect rural nature of village  Once draft the Draft Plan will be presented to local people for comments. It is then reviewed by Independent Inspector for the Council.  If passed by the inspector, it will be put to a Deepcut Residents vote and if approved, it becomes part of the Planning Policy for area and anyone looking at a development in the area will need to take into account the Deepcut Neighbourhood Plan. |
| **5.** | **Treasurers Report** | Howard Hyde reported that:  We began the year with £100 and received £1,330 from Locality. This was spent on Consultation, Insurance, Social Media, Printing and delivery of leaflets, questionnaires and notices.  The balance at year end was £100.    DNF would be submitting a request for further funding from Locality for completion of the work on the Plan. |
| **6.** | **Stakeholder Consultation** | Significant consultation has taken place and more is needed to ensure the Plan reflects the wants and aspirations of residents. See Slides. |
| **7.** | **DNF Elections** | The existing DNF committee members were willing to stand again and their appointment for another year approved by the attendees.  Additional nominees: Jo Negus & Nick Gomershal |
| **8.** | **Landscape Character Assessment** | Howard Hyde introduced the purpose of a Landscape Character assessment and the value of local residents’ input into the gathering of the data. See Slides.  LCA key element is that it will provides a blueprint of what exists so that any development fits or maintains the character of the village and its setting.  It was agreed that Howard would go through an example after the formal AGM is completed. |

Meeting closed at **3.05p.m**.