

**MINUTES OF HASLEMERE VISION STEERING GROUP MEETING
HELD AT HASLEMERE TOWN HALL ON WEDNESDAY 20 JANUARY 2016**

1. Members: Stewart Brown (Chairman)*, David Simmons*, Cyndy Lancaster*, Diana Vartan*, Liz Burton*, Peter Sherratt*, Jonny Fry*, John Moxon*, Lesley Banfield *, Simona Teresi*, Crawford Christie (A), Matthew Bowcock (A), Stephen Mulliner (A), Robert Silk (A), Simon Drake (A), Peter Isherwood (A), Vicki Purewal (A). * = Present (A) = Apologies

2. The Minutes of the Meeting held on 11 November 2015 were approved.

3. Matters Arising:

- As SM was not there to report any progress, it was noted there was still some uncertainty regarding the timing of WBC's local plan and the group agreed with HTC's proposal to hold off commissioning the SEA until WBC's timetable was clearer. In the meantime it would make sense to identify a consultant to carry out the work when the time comes and all other drafting work should proceed as planned.
- LBU reported the Transport Communications Group was now all set up.
- LBU reported that a candidate for the Economy Group had not been found but SB advised that policy drafting was proceeding satisfactorily, if a little slowly, between JM, RS and SB and that it was probably best that the first draft be completed by that team and then circulated to others for comments and amendment.
- **Re. organising the writing of the NP:** LBU reported that the basic structure for the plan put forward in the February 2015 document was still valid. **Action: LBU** to recirculate to SG members.

The next step was to put together a writing team – 2 people would be sufficient, and LBU suggested either CL or DV plus someone from the evidence group. **Action: SB** to introduce LBU to Diane Moses to invite her to join and feed in the necessary info.

LBU had already circulated an Introduction/ Overview that summarised the Background, Challenges and Opportunities, and **Action: all SG members** to give feedback ASAP. It had become apparent that some work would be needed to identify and address any infrastructure implications of the policy proposals such as Schools, Medical Facilities and Sport & Leisure facilities. **Action: PLG to discuss and agree what was needed and when.** It was suggested that Sue Stathers might then be approached lead on schooling, the Hospital Group on medical facilities via Rose Parry and Ken Griffith or one of his culture group re Leisure facilities.

Action LBU: To scan and circulate a magazine as a possible template for the look and feel of the document. **Action All SG members:** to feedback comments to LBU when received.

Action SB: to email a request to each Policy Group to supply LBU with a list of (a) what Maps they will need (e.g cycling routes/ footpaths to be mapped out) and (b) any photos

that they feel are important to illustrate their section. These take time to produce and should be identified as early as possible.

4. Stage 2 Consultation Results and January 28 Presentation:

- In CC's absence, SB reported that data collation and analysis proved a much bigger job than expected. A final summary will be available for the 28th January Presentation. - The Presentation had been publicised in The Herald and the Messenger, emails had been sent to the HV subscriber list and it was also advertised on the HV and HTC websites and in the Haslemere Diary.
- Presentation starts 8pm and SB requested a small group arrive at 7pm to help with setting up.

5. Policy Writing Process/ Timetable:

- As various key members of Policy Groups are away on holiday in January, there has been a 2-week slippage on the original timetable **but it was agreed that the first draft from each Policy Group must be circulated by 14 February latest.**
- JM suggested that a meeting of Policy Group Leaders was needed to ensure that the input from all the various Policy Groups hangs together. **Action: LBU** to schedule a date for the first PG meeting in the week commencing 7th February.
- LB suggested she could have an input into various Policy groups re. specific documents that inform policies.

6. Evidence Base Progress:

- SB reported that the Evidence Base Team had been established, to work on 2 strands:
 - (1) CL, SusannahB and SB – will document the engagement process, no. of people, no of events, PR activity etc as well as the governance record (ie. Formation of HVltd, meeting minutes, etc)
 - (2) Diane Moses together with Roger and Sue Davies (Advised by Adam Brown who does the evidence collation for SDNP) – will create the evidence/verification trail and create an indexing system for the documentation that supports the policy content of the plan.

7. Station Transport Study Update:

- LBU and DS reported that Transport Study Questionnaires organised by Transport consultants went out this week and that HV had provided a good number of volunteers for distribution at the Station, Tesco, around Town.
- Expected delivery date for the consultants report was 3rd week in February. This would be in time to incorporate relevant findings into the transport policy section.

8. Sustainability Action/ Update:

- In CC's absence this item was postponed to the next meeting.

9. HV Ltd/ Governance:

SB circulated a document, drawn up by JF, MB and SB, outlining recommendations re compliance with the Articles of Association. The first proposal was that the directors of HV Ltd should pass a resolution that all directors should continue to be drawn from the Steering Group. The second was that, to avoid a proliferation of committees, the Steering Group should, in future, also act as the Management Committee of HV Ltd. There was a discussion and general agreement with the proposals though it was noted that not all SG members would have to join the Management Committee, to comply with the Articles. It was proposed that the paper would be circulated to absent SG members and a decision would be taken at the next meeting.

Action: PS to consult the Town Clerk as to whether it is appropriate for the HTC representative to be on the Management Committee of HV Ltd, or whether there would be a potential conflict of interest.

10. Proposal from the Haslemere Society that a member of the HVSG joins as associate member of the Haslemere Society Committee:

CL reported that Haslemere Society are seeking some younger members on the Committee in the 30-40 age range, in order to widen the perspective, and proposed that LBU and/or LB might consider joining. We need to clarify whether this implies any formal link with The Society. **Action: LBU** and **LB** to attend the next Haslemere Society meeting to consider the concept.

11. AOB:

- PS passed on a request from Sarah Nash that she be sent a copy of the raw data for the Stage1 consultation.
- PS regretfully reported that he would need to withdraw as HTC representative due to health issues. A replacement was being identified, possibly to be decided at the 21 January Council Meeting. Those present all registered their sincere regret at his leaving, wished him a speedy recovery and recorded their appreciation of the active and constructive role he had played since joining the Steering Group.

12. Date of Next Meeting: Wednesday 17 February at 8.00pm

Meeting ended at 9.45 pm