

Minutes of ENPWG & Locality Teams Meeting Thursday 23rd October 2025 7.30pm

Welcome and Attendees

Dave Chapman, John Chitty, Rosie Twine, Fiona Dixon, Liz Batup, Patricia Lambert, Sally Plank, Malcolm Benjamin

Apologies for absence

Annie Clarke, Sarah Allen, Sandra Miller, Karim Souissi, Wendy Lewis-Nelson

Introductions

Quick introductions from the team

Liz Batup EPC Representative – Plan, Budget and Locality liaison

John Chitty Chairman - Plan, Budget and Locality liaison and Survey design

Rosie Twine - Plan, Budget and Locality liaison, Survey Printing & Distribution, Team communications

Fiona Dixon - Plan, Budget and Locality liaison, Green Spaces Team

Ed Dixon – all digital mapping

Sally Plank – Socio-Economic Team

Patricia Lambert – Survey Distribution support

Malcolm Benjamin – General support (on the EPC Flood investigation team)

Dave Chapman - background and experience with Neighbourhood Planning. Dave has been involved in Community-led planning for over 25 years and with Neighbourhood Planning since 2011 when it came into being. Helped develop the policy and structure of the process.

Questions for Dave

- With a focus on the next 3-6 months what does “Critical Friend” support mean for the tasks ahead?

His aim is to work with and alongside the NPWG to support us and the community on the NP journey. It is essential for the NP to add value, changing how the community works and guiding development. Dave can help by providing links to key documents, providing insights on Planning Policy and making sure we have collated enough evidence to support our NP and helping us understand the process.

The next 3-6 months we need to develop a very good understanding of the Eversley Socio-Economic profile and also to understand what it is the Community wants for their village. Dave has access to very specific ONS census data sets about Eversley Parish (can be extracted by post codes) and will send us a report including more detailed data e.g. Qualification levels, Car ownership etc.

The other key links we need to look at are Environment and Conservation, Heritage and Flood risk. If Dave has the key people to liaise with who are leading these teams he can make contact. Action: Get Dave access to our data drive so he can see the information we have gathered and provide further information. RT (think Rosie has done this).

By the end of November we should be able to identify the key issues from the survey statistics coming in. In terms of Data Gathering – linking the identified issues through Planning Policy we will be able to see where we need further evidence.

At the meeting on 13th November Dave will join us and will be able to review the key issues identified so far. In December we will be able to start to look at data sets and key themes. Also to identify some of the objectives e.g. Green Spaces – how many and where, which need protection and understand the long-term goal.

In early December we should also start to feedback to the Community the issues and themes arising from analysis of the survey. (Website, FB, Parish Magazine, Face to face.....).

In the New Year we should start to look at the Vision and Objectives and the emerging policy themes – what policies the Local Authority will use when they get planning applications.

By end of March, we should aim to have the first sections of the NP written, know the themes and objectives, Flesh out the Policies and find where we are lacking evidence.

Ideally when Dave travels to meet us on 13th November it would be really useful to have a meeting with Hart Planning. This to start to develop a relationship with the team, update them on our progress with the NP and see if we can get a headline number regarding housing requirements. To investigate if this takes account of any current planning applications. Also to look for ways to influence things we would like to see regarding new developments – can we add conditions through policy?

Hart DC have put a call out for housing sites – can they tell us what sites have been offered and the possibility to get involved in site selection?

By making contact we will be able to understand how we frame our NP given that Hart DC are developing a new Local Plan.

Working together

- We are a group of volunteers and need to share the load and communicate well to put a NP together. What experience and advice can Dave provide on how groups like ours work together effectively?

Best advice on working together :-

Get dates in the diary – we can always cancel any not needed.

Establish a clear task group structure (Socio-Economic, Green Spaces, Community Engagement are the initial teams suggested).

There is a 2 -page strategy document for Communications (shared at our last meeting). Each task group to keep aware of communication points and keep key messages going.

Ensure the group are working to some important policies. These include :-

GDPR – use EPC policies wherever possible

Health & Safety

Safeguarding

Freedom of Information

Review the NPWG ToR agreed back in August

Recording of Consultation data

Communication policies – with EPC to have an agenda item every meeting to ensure the council is fully up-to-date. In relation to working with Landowners and Developers they may wish to examine our processes and query our data, as a consequence there is a need for a clear policy which guides and supports the work of both the Parish Council and the NPWG. There is a need for transparency and clarity and to ensure that conflicts of interest are clear and dealt with appropriately.

Internal Communications need to be great as well – flag information to share, updates from Task teams.

- How can we engage with Dave to make best use of his time? What would we need support on up to the end of the year? What would we need in the first quarter of next year?

Dave is happy to have short phone conversations with the core team to facilitate progress and provide support – often easier than email exchanges. We need to provide him with clear contact points.

Meeting 13th November

- Dave is travelling to meet us on 13th November. What does Dave want to see and who would be useful to meet?
- Create an Agenda for the day.

Dave will be arriving at Reading station at 9.30 on 13th Nov. John to pick him up. Ideally have a meeting with HDC if this can be arranged face to face. During the day :-

Tour of the Parish

Look at the proposed development sites

Understand the character of the area

Meet other members of the team if available during the day

In the evening – work on project plan, data and evidence

Reinforce to importance of documenting how we are gathering information, who have we consulted with and when. Need to capture this information as we go – spreadsheet on the shared drive.

Key actions

Get DC access to the data drive (RT)

Organise a meeting with HDC Planning for 13th (JC)

Investigate the policies EPC has available to cover governance areas discussed (LB)

Set up consultation recording spreadsheet (LB)

Set up meeting dates going forward (? Is this Rosie)

Set up and establish Task Groups to provide a clear structure (Discuss on 13th)

Send out agenda for 13/11/25 (JC)

Meeting close

20.40