

WINKFIELD NEIGHBOURHOOD DEVELOPMENT PLAN

MEETING OF THE STEERING GROUP

7.30pm, Monday 29th February 2016

Carnation Hall, Chavey Down Road, Winkfield Row RG42 7PA

MINUTES

Present:

Parish Councillors - Stuart Tarrant (ST); David Parkin (DP); Geoff Paxton (GP)

Chavey Down Association - Jacquie Lovell (JL)

Forest Park – Roberta Kaye, Resident and Parish Councillor (RK)

Kings Ride Residents Association - Richard Small (RS)

Maidens Green Society - Richard Bell (RB); Paul Woodbridge (PW)

Martin's Heron and The Warren Residents Association – Keith Stephens (KS)

North Ascot – Bruce Singleton (BS)

Winkfield Row - Ruth Lyes (RL)

Winkfield Parish Council Clerk – Annemarie Edwards (AE)

1. Apologies

Apologies received: Oliver Bettison (OB); Tracey van Oeffelen (TvO), Melanie Trapnell (MT) and Roger Mulkern (RM).

2. Declaration of Interest

None declared.

3. Minutes of the Previous Meeting

The Minutes of the meeting held on 25th January 2016 were accepted.

4. Matters Arising

None raised.

5. Schedule Progress Report

ST noted that we are still just on track but there is a potential for slippage unless we get the Vision Report from the consultants ASAP.

6. Finance Report

Date	In		Date	Out	
01.12.15	5000.00	WPC			
			11.01.16	1000.00	Project Engagement Fee
			27.01.16	25.00	Vision Meeting Hall Hire
			08.02.16	40.54	Vision Meeting refreshments
01.04.16	15000.00	WPC			
Total	20000.00		Total	1065.54	
			Balance	18934.46	

Noted. ST reported that as we move forward future financial reports will show more detail including grants obtained and consultants hours/days to date (as per the schedule).

7. Terms of Reference

The draft TOR which were attached at Appendix 2 were agreed. ST thanked RL, OB and TvO for their work on this.

8. Vision Workshop Report by rCOH

rCOH circulated an Interim Report very late in the day today (3.30pm). At this stage the SG were not able to set up Working Parties with specific tasks but discussion took place on the five Policy Themes itemised in rCOH's Interim Report.

Actions from this discussion –

- a. JL will gather as much published information as possible with regard to the individual settlements;
- b. AE to email detailed maps of the Parish to everyone (in two parts);
- c. AE to email links to the Infrastructure Delivery Plan (IDP);
- d. KS will read the IDP and highlight all areas applicable to our NDP;
- e. RL will circulate a skills audit to all and collate the responses so that we can easily see where our Groups strengths lie.

Note: Rural Exception Housing/Sites – BFC has recently closed on a consultation calling for sites to be put forward for development. Once this list is published we will be able to use some of the information supplied in our Plan.

9. Project Administration

The following positions were agreed:

- a. Chairman – ST;
- b. Funding – ST and RL;
- c. Treasurer – WPC Deputy Clerk, Marcia Milsom;
- d. Publicity – BS;
- e. Communications – DP, RB and MT;
- f. Secretary – AE.

10. Digital Maps

AE will email two digital maps cover the North and South of the Parish – there is a great deal of information on these maps that can be accessed by zooming in. AE will ask Sarah Slade to provide the largest possible paper map of the Parish.

JL asked if we could display our maps on the wall in the front office at the Parish Office which would not only be a good place for future Working Parties to meet but would make the maps accessible to all members. BS suggested obtaining a hanging display 'file' such as those used in poster shops which would enable us to hold and view many relevant maps. BS agreed to source and report back.

11. Any Other Business

- a. RS queried if Green Belt Villages still existed – he had been told otherwise. ST advised that GB Villages are still referred to by BFC – the majority of GB Villages in Bracknell are in Winkfield.
- b. ST agreed to speak to Lambrook School and see if it is possible to use one of their minibuses in order for the ~Steering Group to carry out a tour of the Parish.
- c. Date of next meeting – Monday 21st March 2016, 7.30pm, Meeting Room at Carnation Hall.

ACTIONS:

Minute Number	Subject	Action by:
8a	Gathering of published information regarding nine settlements.	JL
8b	Two detailed maps covering the whole of the Parish to be emailed to all SG members.	AE
8c	Link to the BFC Infrastructure Delivery Plan (IDP) to be emailed to all SG members.	AE
8d	All areas in the BFC IDP relevant to WNDP to be highlighted.	KS

8e	SG Members skills audit to be produced.	RL
10	Hanging Map 'File' to be sourced.	BS
11b	To ascertain if Lambrook School is willing to loan the SG the use of one of their minibuses.	ST

DRAFT