

WINKFIELD NEIGHBOURHOOD DEVELOPMENT PLAN

MEETING OF THE STEERING GROUP 7.30pm, Monday 18th September 2017 Carnation Hall, Meeting Room

A G E N D A

To: All Members of the Steering Group.

It would be very beneficial if each of the nine areas plus WPC could be represented. To this end could each 'Lead Member' ensure their area is covered and please advise Liza accordingly, thank you.

- 1. Apologies**
- 2. Declaration of Interest**
None declared.
- 3. Minutes of the Previous Meeting**
To Accept the Minutes of the meeting held on 24th July 2017, attached.
- 4. Finance and Funding Report**
 - a. Current financial statement - attached.
- 5. Communications Team**
 - Call for small Sites/small business opportunities – DP/RB to update
 - Overview of Newsletter Article and Slides for Consultation – DP to update
- 6. Topic Group Reports/Policies List**
 - Design & Character – HB working on each D&C document to update accordingly with changes that came out of the NDP meeting on the 5th June – close to completion.
 - Housing
 - Community
 - Business/Employment
 - Green Infrastructure/Environment
- 7. BFC/rCOH/WPC Liaison**
 - a. BFC – Part 2 of SHELAA released late August on the BFC website.
 - b. rCOH – DP to update.
 - c. WPC – no update.
- 8. Progress Schedule.**
No change from last schedule.
- 9. Action List**
To update list - Appendix 1 attached.

10. Any Other Business

- SA (SEA) Scoping Report – LC – received feedback from RS/TVO and Jon Dowty and have forwarded onto Aacom – Update from LC.
- BFC Plans – as previously stated, late Autumn - no update

11. Dates of Next Meetings

Monday 16th October

Monday 20th November

ACTIONS:

	Subject	Action by:
Re Minutes dated 3rd April 2017		
4.	Form/Questionnaire for extra £3,000 grant to be completed by end of April and submitted. - Locality Grant now complete and we will receive the FULL amount of £9,000 into our acct w/c 8 th May 2017.	LC
6.	Topic Group Reports – to be in by 17 th March latest – ALL submitted to rCOH, latest update on 26 th April from rCOH advised they were finalising the SA/SEA Scoping letter and this should be ready for circulation to statutory consultees shortly and the site assessment work is underway.	ALL
6a.	RL would like to add more raw data from the questionnaire to her report – Spoken to JD and he advised that would be very useful.	AE
6b.	Please see attached Appendix 2 with further detail re the way forward towards next stage of consultation.	
7.	Schedule from rCOH attached – Appendix 3.	
Re Minutes dated 5th June 2017		
5.	D&C - Boundary changes need to come out of Jackie Lovell's report topic group document	HB
	D&C - Chase BFC for updated maps/access to their maps system.	LC
	D&C - JD to send HB an example list, LC to follow up to get a list of all Local Heritage Assets within WPC.	LC/HB/JD
	Housing - Starter Homes in the Green Belt – locate appropriate small scale sites – ANY suggestions please send to LC – ALL to action	ALL
	Housing – RB to review to determine what the document is suggesting.	RB
	Community - changed from Youth Hub to Commercial Facilities – JD to action.	JD
	Community - JD/RL to look into/contact Borough to ascertain if any schools will be expanding in the next 10 years. Also have conversations with Clinical Commission Group (CCG) to ascertain the need for more GP surgeries.	JD/RL
6.	rCOH/JD said Draft Assessment will be with us within 10 days of the meeting date 5 th June.	JD
7.	MT and RB to send a small Communications report out ready for next meeting on the 3 rd July	MT/RB
8.	SEA now being managed by Aecom – Scoping Document will be with us by 10 th July – LC to chase.	LC
Re Minutes dated 24th July 2017		
5.	Call for Small Sites – to gain further information from BFC via Sue Scott.	LC
6.	D&C documents being worked on reducing each document to 4-6 pages.	HB
10.	SA (SEA) Scoping Report – all to read through Draft Scoping Report and feed back to LC.	ALL
	Response to be sent to TVO with regards to JL staying on the NDP distribution list.	DP/AE
	HB asked for help from the Topic Group Leaders (TGL) to help finish her D&C assessment.	ALL
	DP to contact David Gill (DG) and meet up about becoming part of the NDP Steering Group.	DP
	DP to arrange a meeting with BS to discuss the offer of producing maps/draft policies etc	DP

