

WINKFIELD NEIGHBOURHOOD DEVELOPMENT PLAN

MEETING OF THE STEERING GROUP

7.30pm, Monday 27th February 2017

Meeting Room, Carnation Hall

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 Annemarie accordingly.

1. Apologies

2. Declaration of Interest

3. Minutes of the Previous Meeting

To Accept the Minutes of the meeting held on 28th November 2016, attached.

4. Finance and Funding Report

- a. Current financial statement is attached.
- b. Locality Grant – to obtain a further £3000 grant a detailed application form has to be completed. AE to report.

5. Questionnaire Summary Report

- Questionnaire closed.
- IDA produced a first draft of his report - this was discussed at an informal meeting of the Steering Group in January.
- The points raised were forwarded to IDA and following further discussions and proofs between the Comms Team and IDA the final report (v7) was circulated to all on Thursday 23rd February 2017 requesting that any 'howlers' were notified to AE prior to this meeting.
- The website will be updated accordingly following tonight's meeting.

To Agree to publish the report (v7).

6. Topic Group Reports

At the meeting with Jon Dowty (rCOH) on 6th February all Topic Group Leaders were asked to forward their latest report to AE by the end of February. JD will now start to prepare the policies.

Housing Topic Group Report - Following the meeting with rCOH on 6th February it has become apparent that this report requires professional guidance and to this end rCOH have been asked to produce a proposal to draft this – Chairman to report. Integral to this is whether we allocate sites. rCOH suggested we consider the Minister's comments re this subject – this is the link to the Written Ministerial Statement by Gavin Barwell.
<https://www.parliament.uk/business/publications/written-questions-answers-statements/written-statement/Commons/2016-12-12/HCWS346/>

7. BFC/rCOH/WPC Liaison

- a. BFC – BFC update.
- b. rCOH – update
- c. WPC – Cllr Parkin to report.

8. Progress Schedule.

Cllr Parkin to update.

9. Action List

To update the list at Appendix 1.

10. Any Other Business

Invitation to attend a training session on exploring heritage in neighbourhood plans – Wednesday 22nd March
1-4.30pm at BFC.

11. Dates of Next Meetings

Monday 3rd April

Monday 8th May

Monday 5th June

Monday 3rd July

ACTIONS:

	Subject	Action by:
Re Minutes dated 23rd May 2016		
Outstanding items		
8	Follow up availability of Crown Land now SHELAA report published.	DP/AE
Re Minutes dated 11th July 2016		
7	BFC to provide feedback on design and character assessments. AE to chase.	BFC/AE
7e	Contact rCOH re development principles for new settlements. Awaiting a response from rCOH	rCOH
Re Minutes dated 8th August 2016		
7	BFC to continue to monitor/provide feedback on changes/updates to Topic Group Reports. Awaiting advice from BFC	BFC
8a	'Exceptional' to be defined by BFC. BFC has signposted us to the national information online.	AE
Re Minutes dated 31st October 2016		
6	Comments on Topic Group Reports to be directed to Topic Group Leaders	All
Re these Minutes dated 28th November 2016		
6&7	Topic Group Reports to be updated once the questionnaire report is available. JD to advise on how this is to be incorporated into reports.	ALL/JD/AE
8a	Chase BFC with regard to replacement Liaison Officer	DP/AE
12a	Advise Pegasus that the NDP would not be taking up their offer to present re their proposals for Somerton Farm	AE
12b	Overlay maps to be sought from BFC	MG/BS
12c	Bullet points on the front page of the website do not line up when accessing via a smart phone/device. Website designer to be contacted.	AE