

WINKFIELD NEIGHBOURHOOD DEVELOPMENT PLAN
MEETING OF THE STEERING GROUP held at Carnation Hall, Chavey Down Road RG42 7PA
7.30 pm-9.30 pm, Monday 5th June 2017

M I N U T E S

Present:

Parish Councillor - Nigel Atkinson (NA)
Maidens Green Society – Richard Bell (RB)
North Street, Winkfield – Heather Brown (HB)
WPC Admin Assistant – Liza Challis (LC)
rCOH – Jon Dowty (JD)
Winkfield Resident – Mark Fernandez (MF)
Winkfield Row - Ruth Lyes (RL)
MHWRA - Roger Mulkern (RM)
WPC Chairman – David Parkin (DP)
Kings Ride Residents Association – Richard Small (RS)
North Ascot – Bruce Singleton (BS)
MHWRA – Keith Stephens (KS)
Kings Ride Residents Association – Melanie Trapnell (MT)

1. Apologies

Apologies received: Vicki Browne, Annemarie Edwards, Moira Gaw, Tony Pidgley and Tracey van Oeffelen.

2. Declaration of Interest

None declared.

3. Minutes of the Previous Meeting

The draft Minutes of the meeting held on 3rd April 2017 were agreed.

4. Finance and Funding Report

The latest Financial Report was attached to the agenda, noted.

5. Topic Group Reports

Each section group leader to review their own sections, keeping in mind the Winkfield NP policy list that was distributed from JD. ARE ALL these policies required, could some be combined/removed?

Design & Character

W1 - Settlement Boundaries - Boundary changes need to come out of Jackie Lovell's report topic group document – HB to action.

JD and HB to pick out the essential elements of each of the D&C recommendations. Maps to be updated in character assessments when received from BFC. LC to chase BFC for updated maps/access to their system.

W8/W9 - Local Heritage Assets (extensive list) – JD to send HB an example list, LC to follow up to get a list of all Local Heritage Assets within WPC.

Housing

W10 – rCOH undertaking assessments of SHELLA sites.

W11 – Starter Homes in the Green Belt – locate appropriate small scale sites – ANY suggestions please send to LC – ALL to action.

W13 Housing Types – review CLP/Ev/2c) within Bracknell Forest website, local plans – RB/VB to review to determine what the document is suggesting.

Community

RL had already e-mailed JD and answered all questions in red.

W17 - changed from Youth Hub to Commercial Facilities – JD to look into this.

W18/W19 – Education and Health Services – 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.

Business/Employment

W20/W21 - could be combined.

W23 – was moved to Green Infrastructure.

Green Infrastructure/Environment

BS had already e-mailed JD and answered all questions in red from the Winkfield NP Policy List V2.

It was agreed that JD to carry on with all policies as stated in Version 2 of the Winkfield NP Policy List. It was also suggested by JD that a small group get together to look at any obvious overlaps within the Topic Groups and to perhaps shorten the amount of policies within the NP policy list.

6. BFC/rCOH/WPC Liaison

- rCOH – JD advised that rCOH are 10 days away from a draft assessment which will be sent to LC and will then be distributed accordingly.

Pre-Submission Plan Contents

1. Intro and Background
2. The Neighbourhood Area
3. Planning Policy Context
4. Community View on Planning issues
5. Vision, Objectives and land Use Policies
6. Implementation
 - a. Policies Maps

- WPC – nothing to report.
- BFC – nothing to report.

7. Action List

MT and RB to send a small Communications report out ready for next meeting on the 3rd July.

8. Any Other Business

- SEA will now NOT be covered by rCOH – we will be using Aecom which is a free technical support facility which comes via Locality. The online application was completed.
- Post Meeting - an initial call took place on Monday 12th June with Aecom, we have asked for an S.A. (Sustainability Appraisal). Our application will now be put forward and a scoping document for the SEA would be with us by 10th July – LC to keep communications open with Aecom to ensure the 10th July date for the scoping document is accomplished.

9. Date of Next Meeting

Monday 3rd July – POSTPONED to 24th July.

Monday 21st August (moved from the 7th due to July meeting change) – depends on progress of plans.

ACTIONS LIST:**Appendix 2**

	Subject	Action by:
Re Minutes dated 3rd April 2017		
4a.	Locality Grant – to be applied for by the end of April, just awaiting an update from JD to enable LC to complete our submission for £9,000.	LC
5.	A copy of the SHELAA map together with a small updated report on SHELAA will be posted on the website by ASAP.	AE
6.	RL would like to add more raw data from the questionnaire to her report – AE advised she would speak to JD to find out if this information would be useful.	AE
7a.	rCOH – to obtain an update from JD including the project plan/scope of work graph for the next meeting on the 8 th May.	LC/AE
10	PLEASE NOTE that any communications with rCOH MUST come through AE/LC, please DO NOT go directly to JD as this could result in further charges.	ALL
	Please DO NOT promote or get involved with any situations against other NDP's as a body unless it impacts on our own NDP.	ALL
	Subject	Action by:
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/VB to review to determine what the document is suggesting.	RB/VB
	Community - changed from Youth Hub to Commercial Facilities – JD to look into this.	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