

WINKFIELD NEIGHBOURHOOD DEVELOPMENT PLAN

MEETING OF THE STEERING GROUP

7.30pm, Monday 5th June 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

Tracey van Oeffelen,

Due to Jackie Lovell's resignation from vice chairman, Richard Bell proposes that going forward we continue with chairman only.

2. Declaration of Interest

None declared.

3. Minutes of the Previous Meeting

To Accept the Minutes of the meeting held on 3rd April 2017, attached.

4. Finance and Funding Report

- a. Current financial statement - is attached.
- b. Locality Grant – have received full amount of £9,000.

5. Topic Group Reports

Update from rCOH – Jon Dowty will be in attendance. To discuss Policy List recently sent from JD.

6. BFC/rCOH/WPC Liaison

- a. rCOH – update.
- b. WPC – Cllr Parkin to report.
- c. Communications Team – update to be given by MT

7. Progress Schedule.

Please see attached update from rCOH – Appendix 3

8. Action List

To update list - Appendix 1, see below.

9. Any Other Business

Cranbourne Garden Party – 11th June 12 – 4 p.m. – as per e-mail from Annemarie is anyone available to cover the time slots for the NDP – Richard Bell is covering 12 – 1 p.m. and Tracey is covering 1-2 p.m. but we need 2-3 p.m. and 3-4 p.m.

10. Dates of Next Meetings

Monday 3rd July

Monday 7th August – depends on progress of plans.

ACTIONS:

	Subject	Action by:
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
Re Minutes dated 27th February 2017		
4.	Form/Questionnaire for extra £3,000 grant to be completed by end of April and submitted.	AE/LC
5.	Public Questionnaire Results to be published on the website with a SHELAA map asap.	AE
6.	Topic Group Reports – to be in by 17 th March latest.	ALL
	AE to liaise with BS/JD with regards to CAD drawings.	AE/BS
	BS to return updated SHELAA list of sites within 24 hrs with relevant notes to AM.	BS
6d.	RM to speak to KS and chase/advise of the 2 week deadline.	RM
6e.	AE to advise JD to go ahead with Phase 1 of the quote. AE to also e-mail BS with the copy of the list of SHELAA sites and also to send out to all that attended the meeting.	AE
10.	BS to send article into LC by e-mail by tomorrow 29 th February.	BS/LC
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 8th May 2017.	LC
6.	Topic Group Reports – to be in by 17 th March latest – ALL submitted to rCOH, latest update on 26th 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.	