

# WINKFIELD NEIGHBOURHOOD DEVELOPMENT PLAN

**MEETING OF THE STEERING GROUP**  
**7.30pm, Monday 19<sup>th</sup> February 2018**  
Carnation Hall, Meeting Room

## AGENDA

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**

Roger Mulkern, Melanie Trapnell, David Gill

**2. Declaration of Interest**

None declared.

**3. Minutes of the Previous Meeting**

To Accept the Minutes of the meeting held on 16<sup>th</sup> October 2017, *attached*.

**4. Finance and Funding Report**

- a. Current financial statement - attached. Locality "end of grant" funding form has now been completed – total spend was £9,032.54.

**5. Topic Group Reports/Policies List**

- Design & Character – All Character Assessments have now been completed.  
As per the draft policy list - policy W9 is to create a Local Heritage Asset Document to go with our NDP. HB has created a draft Winkfield Parish Heritage Asset Nomination form, *please see attached*. This needs to be reviewed and agreed by the Steering Group before we post onto the website. HG is also working on the procedure document to go with the nomination form.
- Housing - Complete
- Community - Complete
- Business/Employment - Complete
- Green Infrastructure/Environment - Complete

**6. BFC/O'NeillHomer(rCOH)/WPC Liaison**

- a. BFC – BFC Local Plan - Consultation on Draft Local Plan - (<http://democratic.bracknell-forest.gov.uk/mgAi.aspx?ID=68215#mgDocuments>) To seek approval of the draft Bracknell Forest Local Plan (Appendix A – can be found in link above) and the Consultation Strategy (Appendix B – can be found in link above) to go to Full Council for ratification and subsequent publication for a period of public consultation between Thursday 8 February and Monday 26 March 2018. Approval is also being sought to update the Local Development Scheme. One set of presentations will be held at Carnation Hall on 27<sup>th</sup> Feb from 10 a.m. – 1 p.m. and 28<sup>th</sup> Feb from 5 p.m. – 8 p.m.
- b. O'NeillHomer (rCOH) – Monies still to invoice are £8,250 being the figure that will take us to referendum.
- c. WPC – nothing to report

## 7. Progress Schedule

As per the presentation board – *please see attached*.

## 8. Action List

To update list - *Appendix 1 below*.

## 9. Any Other Business

- Review of feedback from open days presentation boards/event - results pulled together by LC from the questionnaires are now being processed by JD.
- Call for Sites feedback – From the questionnaire we ran in October 2016 and the results we published in Feb/March 2017 the public indicated they favoured small scale developments, to this end we ran the call for small sites. From this process 8 small sites came forward and are marked accordingly **WNP1 – 8 in blue** on the *attached presentation slides*.
- SA (SEA) Draft Scoping Report – Feedback came back from Historic England, Natural England and Bracknell Forest Council. Next step was for Aacom to incorporate/update any feedback into the draft scoping document Final Draft Scoping Document posted onto the NDP website on 10<sup>th</sup> January 2018.
- We have had some feedback via the NDP website, *please see attached*, would you kindly read to enable the NDP Steering Group to give comprehensive feedback.

## 10. Dates of Next Meetings

19<sup>th</sup> February 2018

26<sup>th</sup> March 2018

23<sup>rd</sup> April 2018

28<sup>th</sup> May 2018

## ACTIONS:

|   | Subject  | Action by:      |
|---|--|-----------------|
| <b>Re Minutes dated 24<sup>th</sup> July 2017</b> |  |                 |
| 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.   | HG              |
| 10.   | SA (SEA) Scoping Report – all to read through Draft Scoping Report and feed back to LC.  | LC              |
|   | 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              |
| <b>Re Minutes dated 18<sup>th</sup> Sept 2017</b> |  |                 |
|   | RL asked for the updated SHELAA link to the BFC website.   | LC              |
|   | Newsletter Article & Slides for Consultation – DP to call JD to confirm Steering Group happy to engage with rCOH to help with newsletter article/slides for consultation.                                  | DP              |
|   | LC was asked to send the draft script for the newsletter article to RB/MT and JD.  | LC              |
|   | HB asked again if anyone could help with significant value/tree's in their respective settlements.   | ALL             |
|   | DP to organise a meeting with DG to go through the workings of the NDP.  | DP              |
| <b>Re Minutes dated 16<sup>th</sup> Oct 2017</b>  |  |                 |
| 5.  | Comm's Team - To draft a document/letter to go out to the public informing them of the presentation days on the 18 <sup>th</sup> and 25 <sup>th</sup> Nov. rCOH to produce the pop up/storyboard material. | MT, RB and rCOH |
|   | Need volunteers to attend the presentation days.   | ALL             |
| 6.  | HB asked for any significant value/tree's in their respective settlements.   | ALL             |
|   | X3 Character Assessments missing – Jackie Lovell kindly supplied copies for HB to work on.   | HB              |
|   | Help needed with maps – MF offered some help.  | HB/MF           |
| 8.  | Schedule a little complex, could we simplify – DP to speak to JD. LC to produce – see attached.  | DP              |
| 10.   | HB to send a copy of the Warfield maps to MF.  | HB/MF           |
|   | DP to speak to RL with feedback from the Steering Group about possible conflict between NDP and RL now being part of a local residents committee.  | DP/RL           |