

WINKFIELD NEIGHBOURHOOD DEVELOPMENT PLAN

MEETING OF THE STEERING GROUP

7.30pm, Monday 18th June 2018

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

Dawn Thompson, Ruth Lyes

2. Declaration of Interest

None declared.

3. Minutes of the Previous Meeting

To Accept the Minutes of the meeting held on 23rd April, *attached*.

4. Finance and Funding Report

Current financial statement - *attached*.

5. Topic Group Reports/Policies List

- Design & Character - Complete
- Housing - Complete
- Community - Complete
- Business/Employment - Complete
- Green Infrastructure/Environment - Complete

6. BFC/Oneillhomer/WPC Liaison

- a. BFC – nothing to report
- b. Oneillhomer – nothing to report
- c. WPC – Letter from WPC Clerk re: Call for Sites, attached, for discussion.

7. **Progress Schedule**

An update from DP.

8. **Action List**

To update list - ***Appendix 1 below.***

9. **Any Other Business**

- Heritage Asset Nomination Form and Procedure document are now loaded onto the NDP Website – can be found under the Home link.
- SA (SEA) Draft Scoping Report – No further updates.

10. **Dates of Next Meetings**

23rd July 2018

3rd Sept 2018

ACTIONS:

	Subject	Action by:
Re Minutes dated 16th Oct 2017		
5.	Comm's Team - To draft a document/letter to go out to the public informing them of the presentation days on the 18 th and 25 th Nov. rCOH to produce the pop up/storyboard material.	MT, RB, 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
Re Minutes dated 19th Jan 2018		
5.	HB to send Local Heritage Asset Documents to RB/MT to review and once agreed to send onto LC to forward onto BFC and Jon Dowty for review.	HB/RB/MT/LC
	LC to look for any Historical Groups in Bracknell/Ascot area.	LC
	Community Topic Group – RL to alter numbering and submit to LC by end of w/c 19th Feb, who will then forward onto JD at O'Neill & Homer.	RL/LC
9.	Questionnaire Report – LC to follow up with JD and forward document onto Steering Group.	LC
	Preliminary Draft Site Assessment Report - Steering Group where asked by DP to take home to read and send any feedback on the amber sites to LC by Friday 23rd Feb 2018.	ALL
Re Minutes dated 23rd April 2018		
5.	HB to ask SG to help with Character Assessment robustness against the Somerton Farm and Bog Lane sites.	HB/Steering Group
7.	Call for Small Sites - JD suggested the Steering Group put a statement together saying why we haven't put any sites forward. MF agreed to put this statement together.	MF
	Contact Mark Fessey at Aacom to advise his services are no longer required.	LC