

**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 30<sup>th</sup> July 2018**

**M I N U T E S**

**Present:**

Maidens Green Society – Richard Bell (RB)  
North Street, Winkfield – Heather Brown (HB)  
North Ascot – Vicki Browne (VB)  
WPC Admin Assistant – Liza Challis (LC)  
Winkfield Resident – Mark Fernandez (MF)  
WPC Clerk – Annemarie Edwards (AE)  
Parish Councillor – Moira Gaw (MG)  
Winkfield Row – Ruth Lyes (RL)  
MHWRA - Roger Mulkern (RM)  
WPC Chairman – David Parkin (DP)  
North Ascot – Bruce Singleton (BS)  
MHWRA – Keith Stephens (KS)

**1. Apologies**

Cllr Nigel Atkinson, Ivan Parr, Richard Small, Dawn Thompson, Melanie Trapnell, Tracey van Oeffelen.

**2. Declaration of Interest**

None declared.

**3. Minutes of the Previous Meeting**

The draft minutes of the meeting held on 18<sup>th</sup> June 2018, were agreed.

**4. Finance and Funding Report**

The latest Financial Report was handed out at the meeting and noted.

**5. Topic Group Reports**

Design & Character – Complete – Heritage Assets to be completed – to be investigated in more detail if required. – All steering group. Stages needed to complete the Heritage Asset documents:

- Stage 1 - Identify the potential local heritage assets – see paragraph 31 in the HE advice note. The local heritage assets were identified by Jackie in the original character assessments and the latest list I've received from the SG contains 47 items).
- Stage 2 - Develop selection criteria – see paragraph 25 of HE notes (this has been done)
- Stage 3 - Assess each asset against the criteria – see paragraph 32, 36 & 37 (URGENT that the Steering Group do now...)
- Stage 4 - For those assets that are judged to meet the criteria consult the owners – see paragraph 43 of HE notes. This can be done at Pre-Sub stage by notifying each owner of a heritage asset individually that you are proposing to locally list their property – or informally beforehand.
- Stage 5 - The list you include in the pre-submission plan evidence report will help Hilary populate BFC's list or it might be BFC are already proposing to include some of the buildings the SG have already identified.

Housing – Complete.

Community – Complete.

Business/Employment – Complete – DP to read through.

Green Infrastructure/Environment – Complete – BS to take out all PCR proposed cycle routes within the Crown Estate except PCR03.

## **6. Windsor Estate – Cycle Routes**

Copy of letter received from the Crown Estate, Paul Sedgewick was handed out at the meeting for discussion. DP asked should we go ahead and send a response to this letter now? BS reiterated how strongly he felt about this letter being sent as soon as possible and after a brief discussion about how unsafe it currently was cycling from Winkfield to Windsor DP asked the steering group to vote – x6 agreed and x3 abstained from the vote.

AE/DP to send a response to the Crown Estate in the next couple of weeks.

## **7. BFC/O'Neill & Homer/WPC Liaison**

### **a. BFC – no update**

### **b. Oneillhomer – no update**

### **c. WPC – Call for Small Sites**

After much discussion around the documents provided at the meeting – “summary of options available for consideration and decision re: site allocations in the NDP, as advised by Jon Dowty”, and “the summary of advice given/received re: development in the Green Belt”, with DP wanting to ensure all basis were covered to enable the steering group to make a final decision on whether to put any small sites forward the steering group were asked by DP to vote. X9 steering group members voted “NO” and x1 voted “YES” to putting small sites forward in the Winkfield NDP.

LC to again forward the statement that MF pulled together to O'Neill & Homer asking Jon Dowty to include it within the NDP and ask him to proceed with our draft NDP and supply an updated schedule.

LC to also contact Mark Fessey at SEA advising him of this decision, asking what action is now required.

LC to also contact BFC advising them of our latest status.

## **8. Progress Schedule**

LC to ask O'Neill & Homer (Jon Dowty) for an update, as per above, 7c.

## **9. Action List**

**To update list** – Appendix 1 – attached.

## **10. Any Other Business**

No other business.

## **11. Date of Next Meeting**

Nothing booked in August due to holidays

Moved from 3<sup>rd</sup> Sept 2018 to 11<sup>th</sup> Sept

**ACTIONS LIST:****Appendix 1**

	Subject	Action by:
<b>Re Minutes dated 18<sup>th</sup> June 2018</b>		
5.	Community Topic Group document to be reviewed by RL/RB re: Asher Park – Community Building.	RL/RB
	Green Infrastructure – BS to adjust Topic Group accordingly, removing any reference to any PCR routes that go across Crown land. BS to also send any questions he may have for the Crown Estate to AE/DP.	BS
	Proposed cycle routes to be sent out by LC to all Steering Group.	LC
	User Group to be formed to visit all small sites that came forward as part of the NDP's "call for small sites" exercise – LC to organise.	LC
	Any feedback from BFC on the call for small sites to be forwarded onto the steering group.	LC/AE/ DP
	Subject	Action by:
<b>Re Minutes dated 30<sup>th</sup> July 2018</b>		
5.	Business/Employment Topic Group document – DP to read through this document.	DP
	Green Infrastructure/Environment – BS to take out all PCR proposed cycle routes within the Crown Estate except PCR03.	BS
	Heritage Asset list/documentation needs to be completed NOW – HB and All Steering Group (SG).	HB/ALL SG
6.	AE/DP to send a response to the Crown Estates Cycle Route letter in the next couple of weeks.	AE/DP
7. c	LC to send MF's statement about why we aren't putting any small sites forward within the NDP to Jon Dowty for inclusion within the NDP.	LC
	LC to also contact Mark Fessey at SEA advising him of this decision, asking what action is now required.	LC
	LC to also contact BFC advising them of our latest status.	LC
8.	LC to ask Jon Dowty for an update on the Progress Schedule.	LC