

WINKFIELD NEIGHBOURHOOD DEVELOPMENT PLAN

MEETING OF THE STEERING GROUP

7.30pm, Monday 28th January 2019

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**
2. **Declaration of Interest**
None declared.
3. **Minutes of the Previous Meeting**
To Accept the Minutes of the meeting held on 26th November 2018, *attached*.
4. **Finance and Funding Report**
No change from copy attached on 26th November 2018.
5. **Topic Group Reports/Policies List**
 - Design & Character – Complete.
 - Housing/Highways – Complete.
 - Community – Complete.
 - Business/Employment – Complete.
 - Green Infrastructure/Environment – Complete.
6. **Heritage Assets**
To be discussed.
7. **SEA Environmental Report (Draft) from Aecom**
All feedback from the Steering Group was sent back to Aecom, as per e-mail distributed to all Steering Group members on 3rd Jan 2019. Aecom now await our final draft plan to enable them to make the final updates to our SEA document.
8. **DRAFT Neighbourhood Development Plan**
To discuss the final points for addition/update to the Draft NDP.
 - Section 2 – 2.8/2.9 TVO additional paragraph ref HER's – please see attached.
 - Agree any outstanding actions in the attached (V3) master feedback/comments spreadsheet.
 - Local Gap/Cycle Route - Winkfield Pre Submission NP with amendments to Policies W12, W14 and W15 – please see attached e-mail/amended document from BS.

9. **BFC/Oneillhomer/WPC Liaison**

- a. BFC – no update.
- b. Oneillhomer – no update.
- c. WPC – no update.

10. **Action List**

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

11. **Progress Schedule**

W.I.P. to be updated once a final Draft NDP has been agreed.

12. **Any Other Business**

13. **Dates of Next Meetings**

- Monday 25th February 19 – Carnation Hall, Meeting Room – 7.30 p.m. – 9.30 p.m.

ACTIONS:

	Subject	Action by:
Re Minutes dated 8th October 2018		
5.	Working Group (BS, RS, MF and NA) to update the Green Infrastructure Evidence Document – Section 5.5, The Gap information.	BS, RS, MF and NA
6.	HB to set-up a committee to review any completed Asset Heritage Forms that are sent in by Steering Group members. TVO to send HB the contact name of somebody that may be able to help on the committee.	HG/TVO
7.	BS asked DP/AE to get a follow up statement/letter from Paul Sedgewick at the Crown Estate, confirming discussions from their meeting on 1 st October 2018.	DP/AE
	BS agreed to update Supplement B: Proposed Cycle Routes through Winkfield Parish document and map within this document to reflect the discussion with the Crown Estate.	BS
8.	LC (on behalf of AE) to send an e-mail advising the Parish Councillors that the extraordinary meeting that had been set up for the 23 rd October will now be cancelled.	
9.	All Steering Group (SG) to review the DRAFT NDP spreadsheet comments/feedback.	ALL (SG)
	Surface Flood map to be sourced from BFC by LC. LC to send map(s) onto IP to be agreed and subsequently added to the DRAFT NDP document.	LC/IP
	Policy W6 – LC to remove the whole policy from the DRAFT NDP.	LC
	Policy W12 – As per number 5 above. BS, RS, MF and NA to also look at re-wording P16/17 section 3.9 as all agreed headings and emphasis needs adjusting.	BS, RS, MF and NA.
	MF and NA to re-write the Minerals & Waste section and the SG to agree where this section should be slotted into the DRAFT NDP.	MR & NA + ALL the SG
	LC to add the Dark Skies Policy into the DRAFT NDP.	LC
13.	DP/LC to check with BFC if an HRA is required for the Winkfield NDP.	DP/LC
	Subject	Action by:
Re Minutes dated 26th November 2018		
6.	Heritage Asset List – LC to ask BFC for answers to HB's questions.	LC
7.	SEA Environmental Report (Draft) from Aacom – SG to review SEA document and send feedback to LC	SG
8.	The Steering Group agreed to add x2 Flood Maps of Surface Water to the Draft NDP.	LC
8.	RS to arrange meeting with user group member to discuss the Local Gap & Plan C (Page 18 of Draft NDP).	RS
8.	Updated master feedback/comments spreadsheet (Version 3) attached, with updated notes, there are some actions for some steering group members.	SG