

## WINKFIELD NEIGHBOURHOOD DEVELOPMENT PLAN

### MEETING OF THE STEERING GROUP

7.30pm, Tuesday 12<sup>th</sup> March 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 Annemarie, accordingly, thank you.

1. **Apologies**  
MT, LC
2. **Declaration of Interest**  
None declared.
3. **Minutes of the Previous Meeting**  
To Accept the Minutes of the meeting held on 25<sup>th</sup> February 2019, *attached*.
4. **Finance and Funding Report**  
No change from 25<sup>th</sup> February 19.
5. **Heritage Assets**  
WPC's agreed Heritage List now sent onto Hilary Coplestone and her team (5<sup>th</sup> March 19) at BFC.
6. **SEA Environmental Report (Draft) from Aecom**  
Aecom has allocated some time at the beginning of April to screen the changes within our Draft NDP document and make any necessary updates to the SEA Draft document.
7. **DRAFT Neighbourhood Development Plan**  
To discuss the final points for addition/update to the Draft NDP. Suzanne Campbell to feedback her initial comments to enhance the Draft NDP before submission to WPC for approval.
8. **BFC/WPC Liaison**
  - a. BFC – nothing to report.
  - b. WPC – nothing to report.
9. **Action List**  
To update list - *Appendix 1 below*.
10. **Progress Schedule**  
To discuss a revised progress schedule.
11. **Any Other Business**
12. **Dates of Next Meetings**
  - Monday 25<sup>th</sup> March 19 – Carnation Hall, Meeting Room – 7.30 p.m. – 9.30 p.m.
  - Monday 29<sup>th</sup> April 19 – Carnation Hall, Meeting Room – 7.30 p.m. – 9.30 p.m.

**ACTIONS:**

	Subject	Action by:
<b>Re Minutes dated 26<sup>th</sup> November 2018</b>		
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
	<b>Subject</b>	<b>Action by:</b>
<b>Re Minutes dated 28<sup>th</sup> January 2019</b>		
6.	HB to send HB to forward a proposed Heritage Asset List with no private houses to LC and all representatives for the areas that have items listed - for discussion with the Steering Group before sending onto BFC.	HB – (reps VB, MG, RL, RB, TVO, MT)
8.	LC to add additional HER paragraph from TVO to Draft NDP.	LC
	LC to send on feedback notes from JD/SS re: W12, W14 & W15	LC
	NA to look at extra wording for Policy W9 – 2 <sup>nd</sup> paragraph and 5.7, Vision, Objectives & Land Use Policies.	NA
12.	BS asked LC to check website link to Questionnaire report as it didn’t seem to be working.	LC
	<b>Subject</b>	<b>Action by:</b>
<b>Re Minutes dated 25<sup>th</sup> February 2019</b>		
3.	LC to alter minutes from 28 <sup>th</sup> January.	LC
6.	AE to advise SC.	AE
7.	LC to forward Heritage List onto BFC.	LC
9.	MF and NA to speak to SC re: Local Gap wording.	MF/NA
	MF to alter W14 cycle route Appendix C	
	NA’s amendment to Policy W9 – 2 <sup>nd</sup> paragraph was agreed by the steering group, LC to add to Draft NDP.	LC
	Steering Group agreed to take out section 5.7 – LC to remove from Draft NDP.	LC
13.	LC to check link to questionnaire on website and send to TVO – LC to also look at updating the NDP website with a drop-down list of events.	LC