

WINKFIELD NEIGHBOURHOOD DEVELOPMENT PLAN
MEETING OF THE STEERING GROUP held at Carnation Hall, Chavey Down Road RG42 7PA
7.30 pm-9.30 pm, Tuesday 12th March 2019

M I N U T E S

Present:

David Parkin (DP) - Chairman

Nigel Atkinson – Parish Councillor
Richard Bell (RB) – Maidens Green
Heather Brown (HB) - North Street, Cranbourne
Vicki Browne (VB) – North Ascot
Suzanne Campbell – North Ascot
Mark Fernandez (MF) – Winkfield Village
Moiria Gaw (MG) – Parish Councillor
Ruth Lyes (RL) – Winkfield Row
Roger Mulkern (RM) – Martin's Heron and The Warren
Ivan Parr (IP) – Chavey Down
Keith Stephens (KS) – Martin's Heron and The Warren
Dawn Thompson (DT) – Forest Park

Annemarie Edwards (AE) – WPC Clerk

1. Apologies

Melanie Trapnell; Tracey van Oeffelen and Liza Challis.

2. Declaration of Interest

None declared.

3. Minutes of the Previous Meeting

The draft minutes of the meeting held on 25th February 2019 were agreed.

4. Finance and Funding Report

The latest Financial Report was attached to the agenda. **Noted.**

5. Heritage Assets

The Heritage List has now been sent to Hilary Coplestone and her team (5th March) at BFC. **Noted.**
HB will modify the online form.

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. **Noted.**

7. Draft NDP

SC led a full discussion on her initial comments to enhance the Draft NDP and subsequently will update the Draft. SC will review where she is at on 20th March in order to plan forward with regard to the next meeting. Liza Challis was asked, in her absence, to provide a map for Policy W12 and forward to SC. AE was asked to forward the latest Topic Group Reports to SC.

8. BFC/WPC Liaison

Nothing to report. DP and AE will arrange to meet with BFC to discuss some outstanding points where we need clarification.

9. Action List

LC, in her absence, was asked to update the Action List and circulate.

10. Progress Schedule

A new progress schedule will be provided as soon as possible.

11. Any Other Business

None.

12. Date of Next Meeting

- Confirmed - Monday 25th March 19 – Carnation Hall, Meeting Room – 7.30 p.m. – 9.30 p.m.
- Monday 29th April 19 – Carnation Hall, Meeting Room – 7.30 p.m. – 9.30 p.m.

ACTIONS LIST:**Appendix 1**

	Subject	Action by:
Re Minutes dated 25th February 2019		
3.	LC to alter minutes from 28 th 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 nd 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
	Subject	Action by:
Re Minutes dated 12th March 2019		
5.	HB to modify the Heritage List online form.	HB
7.	LC to provide a map for Policy W12 and forward to SC. AE was asked to forward the latest Topic Group Reports to SC.	LC & AE
8.	SC to update Draft NDP with her initial thoughts to help enhance the document. SC will review where she is at on 20 th March.	SC
8.	DP & AE to arrange a list with BFC to clarify last few points – list of points to be sent by SC.	DP/AE/SC
9.	LC to update action list and AE/LC to circulate.	AE/LC