

**WINKFIELD NEIGHBOURHOOD DEVELOPMENT PLAN**  
**MEETING OF THE STEERING GROUP**  
**7.30 pm, Tuesday 30th November 2021**

**M I N U T E S**

**Present:**

Melanie Trapnell (MT) - Kings Ride Residents Association (Co-Chair)  
Heather Brown (HB) - Cranbourne (Co-Chair)  
Ivan Parr (IP) – Chavey Down  
Tracey van Oeffelen (TvO) - Chavey Down Association  
Mark Fernandez (MF) – Maidens Green  
Keith Stephens (KS) – Martin's Heron and The Warren  
Vicki Browne (VB) – Parish Councillor, North Ascot  
Nigel Atkinson (NA) – Parish Councillor  
Moira Gaw (MG) – Parish Councillor  
Dawn Thompson (DT) - Forest Park,  
Ruth Lyes (RL) – Winkfield Row  
Emily Blyth – WPC Chairman  
Liza Challis (LC) – WPC Administration

**1. Apologies**

Roger Mulkern (RM) – Martin's Heron and The Warren – tried to join via zoom but unable to.

**2. Declaration of Interest**

None declared.

**3. Minutes of the Previous Meeting**

The draft minutes of the meeting held on 1<sup>st</sup> November 2021, were agreed.

**4. NDP Website update, One Drive and NDP Budget**

MT agreed to write a communication update for the NDP, this update will be used to post on the WPC/NDP website, Parish newsletter, church and local association newsletters and various social media platforms.

All steering group members confirmed they had received the one drive invite to read and update the Draft NDP accordingly in readiness to pass onto the new consultant.

LC confirmed that £10,000 had been requested as extra budget from WPC for the NDP. This amount has been put forward within the budget for 2022-23. The NDP currently has £5,000 in the budget for 21-22.

**5. Application for re-designation of Neighbourhood status from BFC**

HB agreed to confirm with the new consultant, Chris Bowden from Navigus Planning Ltd, our definitive position on re-designation. MG/NA to also follow up with BFC for a definitive answer on re-designation.

**6. Possible new consultant – Navigus Planning (Chris Bowden)**

Heather Brown, Dawn Thompson, Moira Gaw, Liza Challis & Vicki Browne all met with Chris Bowden from Navigus Planning Ltd on 24<sup>th</sup> November. HB sent notes out to all the committee recommending we hire Navigus Planning Ltd.

It was proposed by KS, seconded by HB, and unanimously RESOLVED that Navigus Planning Ltd would be hired as the new consultant for the NDP.

VB agreed to send a proposal onto the Clerk to accept Navigus Planning Ltd as the new NDP consultant and ask that it be included within the agenda at the next planning meeting on the 7<sup>th</sup> of December for approval.

HB to inform Navigus Planning Ltd that the steering group agreed unanimously to hire them as the new consultant and to agree a new schedule.

**7. A.O.B.**

Mark Fernandez was voted back onto the steering group to be representative for Maidens Green.

It was proposed by HB, seconded by MG, and unanimously RESOLVED that Mark Fernandez would re-join the steering group to represent Maidens Green.

Aacom confirmed they would review the SEA document and update us accordingly. LC to consult with Aacom re any updates.

**8. Date of Next Meeting**

Tuesday 25<sup>th</sup> January via zoom – Carnation Hall, Lounge also provisionally booked.

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

	<b>Subject</b>	<b>Action by:</b>
<b>Re Minutes dated 8<sup>th</sup> Dec 2020</b>		
5.	MF to call SP to discuss consultancy options to get the NDP completed by end of March 2021.	MF/SP
5.	SP and LC to finish the NDP document by end March 2021 ready to move forward.	SP/LC
	<b>Subject</b>	<b>Action by:</b>
<b>Re Minutes dated 1<sup>st</sup> Nov 2021</b>		
3.	Arrange a phone call with Sarah Slade at BFC if required to discuss re-applying for designation. Waiting to hear from Sarah if this will be necessary.	LC
4.	Speak to Crowthorne and Binfield parish councils re: consultants that were used to complete their NDP's.	LC/VB
	LC to create a central point for all steering group members to access the latest draft NDP document.	LC
	Confirm to WPC Clerk the budget the steering group would like to apply for/for Clerk to take to council for agreement.	LC
5.	LC to send a poll out asking steering group for preferred meeting days going forward.	LC
<b>Re Minutes dated 30<sup>th</sup> Nov 2021</b>		
4.	Writing a communication update for the NDP.	MT
5.	HB agreed to confirm with the new consultant, Chris Dowden from Navigus Planning Ltd, our definitive position on re-designation. MG/NA to also follow up with BFC for a definitive answer on re-designation.	HB/MG/NA
6.	VB to send proposal for new consultant onto Clerk.	VB
6.	HB to contact Navigus Planning Ltd to confirm hire and agree a schedule.	HB
7.	LC to consult with Aacom re: SEA document updates (if any)	LC