

Stratfield Mortimer Neighbourhood Development Plan

<p>Steering Group Minutes of the Meeting held on Friday 9th January 2015 at the Parish Council Office</p>	
<p>Attendees: Mike Dennett (Chairman)(MD) Dudley Ives (DI) Patrick Wingfield (PW) Danusia Morsley(DM) Tennant Barber(TB)</p>	
<p>Apologies: Neil Kiley (NK) John Cornwell (advisor) Jane Rabbiosi (JR) (Secretary)</p>	
<p>1. Minutes of 19th December 2014</p>	
<p>The minutes were approved</p>	
<p>2. Matters Arising</p>	
<p>a. Planning / design consultant</p> <p>PW reported that he had asked Bell Cornwell to review the identified smaller sites to establish any major obstacles regarding the development of each and to indicate the practical number of new homes that each site could sustain. An answer is expected in the week commencing 11th January b2015</p>	
<p><i>b. Updating West Berkshire on progress</i></p> <p>Arranging a meeting with West Berkshire planners is outstanding. MD will contact them to arrange a meeting at the earliest opportunity. Specific issues that should be raised with West Berkshire include</p> <ul style="list-style-type: none"> • Advice and guidance on the consultation in general and specifically the design and analysis of the questionnaire • Confirmation of the number of new homes Mortimer has to provide up to 2026 • Confirmation of the date by which Mortimer must tell West Berkshire which sites have been selected for the new homes • What advice and help can West Berkshire give for a Mortimer 'Housing Needs Survey' • Named contacts for education, surgery and questionnaire questions and advice 	<p>MD</p>

<ul style="list-style-type: none"> How are West Berkshire with the analysis of their consultation and Housing Needs Assessment 	
3. Website	
<p>It was agreed that a facebook link should be included in the launch version if this was sufficiently easy and quick not to significantly hold up the launch.</p> <p>JR and TB would handle emails and the responses.</p> <p>If anyone has interesting and relevant maps or photographs please email to DM</p>	<p>DM</p> <p>JR, TB</p> <p>All</p>
5 Consultation	
<p>Timetable</p> <p>The timetable for consultation was reviewed, it was agreed that</p> <ul style="list-style-type: none"> the start of the 'drop in' sessions would 14th February when the 'open' sessions for the community to drop in and review the consultation material would open. The formal 'focus/subject' sessions would start on Saturday the 21st February. The issues of the questionnaire and its analysis would be issued 2 weeks after the last 'focus/subject' session the drop in sessions The formal NDP document for approval by the Parish Council would be delayed one month to the 7th July 2015 meeting. <p>The structure of the 'focus/subject' sessions would be as follows:</p> <ul style="list-style-type: none"> 4 residential sessions of 2 hours duration each dealing with residential options (i.e. strategic site options, design, landscaping and heritage) 2 sessions would deal with the 'other' themes (i.e. biodiversity/green infrastructure, infrastructure, parking and flooding) <p>The dates for these sessions are</p> <ul style="list-style-type: none"> Saturday 21st February 2 x sessions morning and afternoon - both residential Tuesday 24th February 1 x evening session - 'other' themes Thursday 26th February 1 x evening session - residential Saturday 28th February 1 x morning session - 'other' Sunday 1st March 1 x am session – residential <p>The questionnaire would be delivered to homes over the weekend 14/15th March with returns by 28th March. Completion of analysis by 11th April.</p> <p>A revised high level structure and timetable is attached at the end of the minutes.</p> <p>Questionnaire</p>	<p>DM</p> <p>PW</p>

<p>The current draft of the questionnaire is to be redrafted to simplify and make it easier to understand.</p> <p>One issue to be resolved is the desire for a shorter questionnaire to reduce the risk people will be put off by the length and thereby get more returns versus the need to ensure all the critical/important questions are addressed.</p> <p>The questionnaire will be reviewed taking into account West Berkshire feedback</p>	
<p><i>Drop in Displays</i></p> <p>It was agreed to have a model proforma for displays for each theme.</p> <p>The following responsibilities were agreed for each of the 'focus/subject displays</p> <ul style="list-style-type: none"> • Residential – MD and DI • Biodiversity/ green infrastructure – PW • Commercial and Employment – DM • Infrastructure/Parking/Flooding – TB 	
<p>6. Next meetings to be held on Friday 23rd January 2015.</p>	