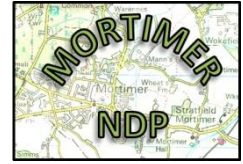




## Stratfield Mortimer Neighbourhood Development Plan



Minutes of the Steering Group Meeting  
held on Friday 30<sup>th</sup> September 2015 at 10am  
at the Parish Council Office

### Present:

Steering group members: Patrick Wingfield (PW) – Chairman, Danusia Morsley (DM), Tennant Barber (TB) deputy Chairman, Dudley Ives (DI), Neil Kiley (NK), Jane Rabbiosi (JR) Research & admin assistant

Apologies: John Cornwell (Planning Consultant), Mike Dennett (MD)

Public & Press present: None

### ACTIONS

**1. Approve minutes of 18<sup>th</sup> September 2015**

The minutes were unanimously approved.

**2. Declarations of interest**

None.

**3. Matters arising from the previous meeting**

**ACTION:** Contact Bryan Lyttle to find out name of the right person to contact at West Berkshire Housing. TB

**ACTION:** Send 'thank you' letters to people who offered land (after consultation period has begun) JR

**4. Public meeting (21 Sept)**

- a. Approve minutes - subject to some minor amendments the minutes were approved.

**ACTION:** Update the minutes and send to DM to be uploaded into the evidence base. JR

- b. Further actions – TB circulated the transcribed Post-It note comments from the public meeting along with the suggested NDP responses. Subject to some minor amendments these were approved by the group.

**ACTION:** Update Post-It note comments & responses and send to DM to be uploaded onto evidence base. TB

**5 NDP document**

PW thanked the group for their hard work in creating the document thus far. PW asked if anyone had any comments. NK suggested that the Head of Sixth Form at Willink School (Miss Nicki Flipping) and some contacts at Sovereign Housing Association should be added to the list of acknowledgments. The group agreed. NK suggested that John Redwood should also be acknowledged; DM confirmed that he was mentioned in the consultation statement. It was agreed that in addition to stating that Graham Bridgman had been updated on progress in the consultation statement, it should also be mentioned that Mollie Locke was kept up to date via Parish Council.

DM asked the group if they were happy for her to use her discretion as to what photos to use and where to put them in NDP document. The group agreed. NK asked what had been decided on with regards to the photographs to be used on the front cover. After some discussion it was agreed that DM would make a collage of photos and these would be positioned under the title, it was agreed that photos should include woods, fields, Mortimer churches, the war memorial etc.

Some minor grammatical tweaks with regard to the wording of various policies were agreed by the group.

TB advised the group that on reflection he felt that the statement from Thames Water should be removed from the Flooding section of the document as it was specific to the site and therefore not general evidence. TB raised the question as to whether the Thames Water statement could be used as evidence to support the IS6 policy. After some discussion it was agreed that this could be used as, although the statement is specific to a particular site, it could be applied to any site.

TB suggested minor changes to the last paragraph of the Site Design Brief section, regarding the school and surgery, and these changes were agreed.

It was agreed that PW would write the Parish Council report and it should include a resolution for the PC to approve the NDP document and for the parish clerk to submit the NDP to Bryan Lyttle of WBC.

There was some discussion regarding publicising the start of the consultation period. It was agreed that the report to the PC should include a recommendation to the Parish Council that we publicise the NDP consultation period by all standard local means.

ACTION: Write NDP report and resolutions for PC

ACTION: Draft covering NDP letter to WBC on behalf of MD

ACTION: send PW links to NDP and evidence base before 01.10.15

**PW**

**PW**

**DM**

## **6 Further actions / meetings**

It was agreed that meetings would now be held on a discretionary basis. The group agreed to keep their diaries free on Fri 16<sup>th</sup> and 23<sup>rd</sup> October 10.00 – 12.00 in the event that WBC responds to NDP submission and a meeting would then be required.

After some discussion, it was agreed that once the consultation period had started it would be useful to arrange to meet with St John's and also NHS England to ask them for comments in support of the allocation of land for both the school and doctors surgery.

## **7 Grant application**

JR reported that the Parish Council had been awarded a conditional offer of the NDP grant for £3351.

## **8 Date of next meeting:** None scheduled.