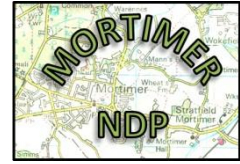




Stratfield Mortimer Neighbourhood Development Plan

Minutes of the Steering Group Meeting
held on Friday 30th October 2015 at 10am
at the Parish Council Office



Present:

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

Apologies: John Cornwell (Planning Consultant)

Public & Press present: One (Graham Bridgman - District Councillor for Mortimer Ward)

ACTIONS

1. Approve minutes of 30th September 2015

The minutes were unanimously approved.

2. Declarations of interest

TB declared he was a resident of Kiln Lane.

3. Matters arising from the previous meeting

None

4. Approve recommendations to SMPC Planning Committee regarding:

- a. Application by TA Fisher for development on Tower House / Fairwinds site
PW referred the steering group report for the SMPC planning committee regarding 'Fairwinds development and the NDP' which had been circulated prior to the meeting. MD queried the use of the phrase 'can be used as material consideration'. It was agreed to change 'can' to 'may'. It was suggested that, in the first bullet point referring to parking spaces, reference should be made to the fact that garages no longer count as parking spaces.

GB asked if the group felt that the access road and the general design fit with the NDP design brief. PW advised that the developers have been open to changing the design to adhere closely to NDP design brief. It was agreed that a clear statement needs to be made regarding the long-term maintenance plan for the communal areas and infrastructures. GB suggested that the steering group look at an approved planning application in Burghfield, no. 1403307, as it might be a useful reference for regarding sustainable drainage etc. Subject to the suggested amendments being made, the report was approved by the steering group.

- b. Application by Barton Wilmore for development on the Kiln Lane site (also referred to as Monkey Puzzle field)

PW referred the steering group report for the SMPC planning committee regarding 'Kiln Lane development and the NDP' which had been circulated prior to the meeting. PW emphasised that the Kiln Lane application, was an

outline application and as such there will not be a high level of detail at this stage. PW reported that WBC's pre-application response suggests that it is likely that planning permission would be refused. NK asked how we knew that 60% of the respondents were against the report and TB described how he had analysed the responses to Barton Willmore's consultation. GB advised the group that he had already called-in the application, but that he was inclined to think that it would be rejected before it reached committee anyway.

After some discussion, it was agreed that the wording 'subject to a proper community consultation' in the first bullet point should be expanded upon.

Subject to the above amendments being made, the report was approved by the steering group.

GB suggested that, in addition to submitting the recommendations reports to the SMPC planning committee, it would be wise for the steering group to send both reports directly to WBC so that they have them on file.

ACTION: Amend reports accordingly and send them to NK & MD for distribution to PC Planning Committee ahead of the Planning meeting. **PW**

5 Agree process and timing for the SMPC Statutory Consultation

Prior to this meeting the steering group had been advised by WBC that according to Regulation 14 of the Neighbourhood Planning Regulations, we are required to carry out a formal six week period of consultation on the proposed submission plan before officially submitting to WBC.

MD advised that, as the PC had already agreed to go to consultation, further permission was not required. It was agreed that the PC should be notified of the amended process and timings. **ACTION:** PW to draft a note for the next PC meeting. **PW**

MD asked if there would be financial implications from the amended process. After some discussion it was determined that the financial implication would be nominal, the only costs would be for printing some posters and a corex board sign for the fairground.

PW referred to the details of Regulation 14, which had been circulated to the group before the meeting.

- i. Reg 14 (a) - It was agreed that details of the NDP, where it could be inspected, how representations could be made and by when would be publicised using posters on noticeboards around the village, notices on both NDP and MVP facebook pages, the NDP website and a large corex board poster on the fairground barrier. As the exact end date of this six week period would not be known at the time of printing the corex board, it was agreed that a space should be left on the board where countdown strips could be added to count down the last days for representations to be made. **ACTION:** Design and order printing of corex board poster. **DM**
- ii. Reg 14 (b) – It was agreed that JR would follow up on her email to Rachael Lancaster or Bryan Lyttle to try and obtain a list of contact details for the consultation bodies referred to in the regulations. DM advised that she could also provide several contact details for the local consultation bodies. **JR** **DM**

It was agreed that when we have a list of email addresses for consultation bodies, the email should be sent from the Parish Council office by MD. It was agreed that we should aim for this to be done before the next PC

meeting.

PW advised that at the end of this pre-submission consultation period we are required to provide a report on the representations made.

GB suggested that the steering group could write to WBC with the amended timescales to check that they will be ready to move forward with the process when their time comes. GB suggested that he and Mollie Locke could be copied into this correspondence.

It was agreed that we should ask WBC to print 5 copies of the NDP, and that it should be dated October 2015 as they suggested. **JR**

6 NDP website review

DM advised the group that work had been carried out on the website and it was now better populated with appropriate information sources. DM asked the group to take a look at the website and notify her if any gaps in content / information were found. PW commented that he had looked through it and thought it was very good. GB commented that when he visited the website, he felt that the information on the consultation was historic and he felt that it would have been useful to have had information on what was scheduled to happen. **ACTION:** DM to update the 'What's Next' page on the website. **DM**

7 Grant and budget update

MD reported that the grant monies had not yet been received but advised that we passed their due diligence.

JR advised that we currently have £6,056 remaining in the budget.

8 Date of next meeting: To be confirmed. PW advised that the next meeting would be at the end of the six week consultation period.