



## Stratfield Mortimer Neighbourhood Development Plan

Minutes of the Steering Group Meeting  
held on Wednesday 23<sup>rd</sup> December 2015 at 10am  
at the Parish Council Office - UNAPPROVED



### Present:

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

Apologies: Danusia Morsley (DM)

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

### ACTIONS

**1. Approve minutes of 30<sup>th</sup> October 2015**

The minutes were unanimously approved.

**2. Declarations of interest**

TB declared he was a resident of Kiln Lane.

NK declared he had an interest in revising the settlement boundary

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

None

**4. A fundamental review of the way forward following the WBC response to the consultation**

TB advised the group that he had discussed WBC pre-submission comments with Rachel Lancaster of WBC over the phone. The group discussed the main feedback points from WBC:

- a. Site Access – it was agreed that it would be useful to include an engineering drawing specific to the site access in the evidence base of the NDP document. JC urged the group to request that Englefield provide this at their expense. TB advised that he felt WBC were particularly keen to nail down the issue of site access to ensure that it cannot be changed by developers down the line.
- b. Site selection evidence – The group agreed that the NDP site selection criteria / process could be put in the NDP document as an appendix.
- c. Affordable housing mix – TB suggested to the group that WBC's wording in their affordable housing policy suggests that it is not 'set in stone' and could be open to discussion.

TB advised that WBC were happy to meet to further discuss their comments. It was agreed that TB should set up a meeting with WBC on Tues 5<sup>th</sup> January 2016. It was agreed that TB, PW, JC and MD would attend the meeting on behalf of the Steering Group. It was also agreed that the Steering Group should meet on 4<sup>th</sup> January 2016 (10am at Ashfield, Kiln Lane) to agree what needs to be discussed with WBC. TB to produce pre-WBC meeting agenda and circulate to the group.

**TB**

**TB**

## 5 Regulations for NDP submission to the WBC

PW advised that he felt that we had fulfilled all points on the checklist. As a representative of the PC, it was agreed that MD should read through the checklist and confirm he is happy with it.

MD

There was some discussion about the best way to approach seeking PC approval of the Steering Group recommended amendments to the NDP document. GB suggested that, as a body put forward by the PC, the steering group should simply put forward a report of our recommended changes. MD asked if it was realistic to have a consultation statement ready by 7<sup>th</sup> January (for submission to PC prior to meeting on 14<sup>th</sup> January). It was generally agreed that it was realistic, subject to the outcome of the 5<sup>th</sup> January meeting with WBC.

## 6 Review pre-submission NDP consultation representations

- a. TB referred to the document circulated to the steering group prior to the meeting entitled Representation received and proposed NDP result and dated 22 December 2015, responses requiring action (item reference is the row number of SMNDP statutory consultees spreadsheet where the response is listed) were discussed as follows:
  - i. Thames Water – the group agreed that we could include their suggested wording to the effect that the developer should engage with Thames Water ASAP.
  - ii. Basingstoke & Deane Borough Council – it was agreed that we could include an impact and mitigation analysis of the proposed housing allocation as they suggest. It was agreed that we could amend the NDP to include cross boundary development. After some discussion, it was agreed that the NDP could be amended to state that any future developments over 10 dwellings in size should trigger further community consultation.
  - iii. Berks, Bucks and Oxon Wildlife Trust – agreed to include their suggested wording regarding conversion of redundant farm and rural buildings as it seems reasonable. Agreed to reference the suggested NPPF paragraphs in the context and justification section. Re. 1308/4, it was agreed that we need to consult with WBC before amending as they are not happy with the current wording. Re. 1308/5 agreed to include in the context and justification section.
  - iv. Historic England (row 1299) – 1299/1 the group agreed to change our wording to ‘up to 110’. 1299/2 the group agreed to include their suggested wording. 1299/3 TB suggested that we should add wording to include reference consideration of the Historic Landscape Characterisation of sites. PW suggested that it might be possible to use some wording from the Historic Landscape Characterisation website in the Vision section.
  - v. Private individual (1444) – it was agreed that a personal response should be made to the individual.
  - vi. Private individual (1329) – it was agreed that we should write some wording into the NDP with regards to where the funding for schools etc might come from.
  - vii. Private individual (1447) – it was agreed that something should be written into the NDP regarding the doctors surgery.
  - viii. St Mary’s School (1345) – PW expressed his view that this is a big issue for the community. NK suggested going back to them and asking if they have a realistic plan to come up with the money to expand. NK suggested that if St. John’s is moved then perhaps St Mary’s could move to the old St John’s site. TB suggested writing to them and saying that it’s an interesting thought and that if it becomes viable then it would be a significant change and would be considered by a sub-committee of the PC. NK expressed his interest in being part of that committee.
  - ix. Private individual (1451) - it was agreed that we need to firm up with WBC about the rules around the rural exception sites.

It was agreed that it would be a good idea to write a screed answering the questions / concerns raised by the majority of the private individuals.

After running through the other private individual responses, it was agreed that in order to reduce the noise intrusion, the possibility of having acoustic barriers & vegetation along the access road should be looked into. It was also agreed that where the site is higher than the neighbouring gardens, tree barriers should be implemented.

- b. TB had circulated a document listing the proposed changes to the NDP as a consequence of pre-submission consultation prior to the meeting. It was agreed that this did not need to be discussed. TB requested the steering group members read the document and advise him if there was anything they were unhappy with.

- 7 Agree process and timing of preparation of pre-submission consultation report to SMPC and revised NDP for their consultation and submission to WBC.

It was agreed that subject to the outcome of the meeting with WBC on 5<sup>th</sup> January, the aim would be to submit a pre-submission consultation report to SMPC by 7<sup>th</sup> January. There was some discussion regarding the NDP process, post pre-submission. It was confirmed that once the NDP document has been signed off by the PC and sent to WBC then any issues / concerns are raised with the inspector.

## 8 **Grant and budget update**

JR reported that £7,500 remains of the budget, approx. £1,800 of which is government grant which needs to be sent by 31 March 2016.

*NK, JR, JC and member of public left the meeting at this point.*

- 9 Consider NK pre-submission

The Steering Group considered possible methodologies for determining the acceptability of possible settlement boundary changes. An approach was agreed that would be used to allow the Parish Council to consider such proposals.

- 10 **Date of next meeting:** To be confirmed.