

Compton Neighbourhood Development Plan



Minutes of the Steering Group Meeting

Held on Wednesday 21st February 2018 at 7:30pm in The Swan, High Street

Those present: Dave Aldis (Acting Chair), Uwe Anton, Sally Duckett, Alan Garmonsway (Vice Chair), Jason Highet, Karla Jermy, Peter McGeehin, David Norbury, Mark Pinfold, Rupert Reid, Chris Smith, Debbie Smith (Sec), George Wilkins, Georgina Smith.

1. Apologies for Absence

Peter Cundell and Grant Tuff

2. Minutes of the last meeting

The minutes were unanimously agreed. DN proposed, CS seconded. DA signed.

3. Matters arising

- i. DA confirmed terms of reference for the Steering Group were approved by the Parish Council
- ii. DS reported that 102 questionnaires had so far been returned
- iii. AG has created and displayed new posters
- iv. SD volunteered to be social media person for Twitter and KJ volunteered to cover Facebook
- v. DS to contact Sarah Marshman (Parish Clerk) to enable KJ on Facebook
- vi. Discussion took place around how to maintain focus on getting everyone to complete the survey. It was agreed to lobby local organisations to encourage completion of the survey. DN volunteered, with help from DS, to draw up a list of local organisations and contact details together with proposed wording to send out
- vii. The PCC is registered under the Freedom of Information Act. DA said steering group members should sign a confidentiality agreement in line with PCC members
- viii. SD to design banner(s) to display across The Compton Swan
- ix. DN to contact Dom at Kingdom-Signs to see if he would donate the banner(s)
- x. DN to arrange extra questionnaire copies to be printed in black & white from PDF supplied by Aaron.
- xi. UA to distribute questionnaires at imminent Race Night at the Compton Swan.
- xii. Team to design A5 flyer

4. Follow-up on incomplete register of interests

DA agreed to follow-up on the 2 incomplete registers.

5. Presentation by Aaron Smith, Consultant at Fowler Architectural Planning

Aaron made the following points:

There is no prescribed format for a NDP. It can deal with one or many issues which will become apparent from the results of the survey, West Berks Planning and the recently undertaken Housing Survey. The NDP should focus on the salient points and must reflect the evidence gathered. For example, if the results of the survey favoured less housing than the West Berks Compton allocation, the NDP should report the outcome of the survey and not make any recommendations on housing numbers, otherwise the NDP will fail since it will not meet conditions set by current planning policy. West Berks will need to be a consultee. The next structure plan will look forward to 2036, therefore the NDP must look beyond the current structure plan which looks to 2026.

Aaron suggested several activities we should be undertaking

- Vision Statement - statement of what we want to achieve.
- Scope of plan
- Identify Stakeholders - including neighbouring parishes, businesses, AONB board
- Consultation Strategy – how to engage with the stakeholders
- Draw up an outline Project Plan with key milestones – Aaron to send skeleton plan to DA/DS

Aaron agreed to provide a flow chart outlining the process below;

the completed draft plan is submitted to West Berks for review

If it passes the conditions test it goes before an Independent Examiner (from the Planning Inspectorate) appointed by West Berks.

If it passes the IE it goes to referendum.

If more than 50% of the community vote in favour, the plan is adopted.

Aaron recommended the steering group look at successful Neighbourhood Plans drawn up by Thame and by Stratfield Mortimer. DS to publish links on website.

6. Date of next meeting

Wednesday 28th February 2018 at 7:30pm in The Compton Swan.