

Compton Neighbourhood Development Plan



Minutes of the Steering Group Meeting

Held on Wednesday 28th November 2018 at 7:30pm in The Welstead Room, Village Hall

Those present: Dave Aldis (Chair), Jason Highet, Rupert Reid, Karla Jermy, Chris Smith, David Norbury, Debbie Smith (Sec).

1. Apologies for Absence

Alan Garmonsway (Deputy Chair), Uwe Anton, Sally Duckett, Grant Tuff, Peter McGeehin.

2. Minutes of the last meeting

The minutes were agreed. KJ proposed, CS seconded. DA signed as Chair.

3. Matters arising

- DS has received a resignation email from Uwe Anton.
- **Meeting with Volunteers – feedback.** The meeting was well attended with a positive atmosphere. Housing and Environment workgroups were most represented, Business & Job Opportunities least. The workgroup heads reported the meeting had been positive and constructive.
DN has had 2 volunteers step down due to work and other commitments but still has a team of seven.
KJ reported that the Environment Group were looking into TPO's on Pirbright Institute site and hoping to get information on Wildlife Study that has been conducted. DS has contacted both HE & WBDC regarding both.
RR for Education workgroup are meeting on 12th December.
Remaining Workgroup heads are in the process of arranging next meetings.
JH commented that the Business Group should include Pirbright site.
DN is setting up meeting with James Dawson from Beeswax. CS asked to come to meeting to represent Business opportunities.
DS reported that AG via email had suggested merging Community & Facilities with Environment, Green Space & Parks (possibly incorrectly reported by DS as Business & Job Opportunities) as there is a potential overlap of topics. The idea of merging groups was discussed but agreed that all groups remain separate for now.

4. Terms of Reference

Each workgroup head has drawn up a Term of Reference (ToR), based on a standard template with some minor adjustments, which they shared with their group of volunteers and agreed. These have now been agreed by the Steering group. ToR outstanding for Business & Job Opportunities.

Action: CS to produce ToR for Business & Job Opportunities

Action: DA requested that we ask the Consultant Aaron Smith to review.

5. Guidance for Workgroups

The Consultant Aaron Smith of Fowler Architecture & Planning has offered to run 2 workshops (pro bono) with the Volunteers in January/February. The objective will be to give the groups help in terms of direction and process. They will provide a consultant to work with each workgroup; to gather information in the first session, and feedback/interpret in the follow up session. This will provide support and direction to the whole process.

Consideration was given to how we feedback between groups. It was agreed this process would evolve.

Action: DS to contact Village Hall bookings to find dates hall available and liaise with Consultants.

6. Sharing Information

DS raised concerns about sharing information and proposed that all documents such as reports, maps etc be emailed out as links to a source document which is either on the Compton NDP website or an official website e.g. WBDC.

DS explained that the risk of sending out copies of document that individuals have obtained posed risks of sharing information not in the public domain. Copies could also be out of date, and will clog up email accounts and if very large not get through.

DS also recommended that version control should be applied to all documents and that while they are in draft form, they should be numbered V0.1, V0.2 etc. Final version V1.0 and subsequent editions V1.1 etc.

DS also suggested that members consider keeping information relating to NDP in the cloud rather than on their hard drive, e.g. OneDrive, Google Docs, Dropbox. This protects loss of information either through theft or hardware failure and is more secure.

DS reminded members that all NDP correspondence could be subject to audit and therefore NDP emails should be concerned with that topic and not confused with personal messages. Members should decide whether they need to have separate email accounts for NDP correspondence.

Action: DS has asked the Parish clerk how documents are held.

Action: JH to find out cost of alternative document repository/sharing systems e.g. Dropbox

7. Planning for Meeting with representatives of the West Berks Council Planning Policy team – 7th December 9:30am, Compton Swan.

DA announces that the Consultant Aaron Smith would also be attending the meeting to provide support.

Discussion took place over what the Steering Group wanted to achieve from the meeting, including:-

Release date for allocations for next plan. Are we having numbers forced on us? Indicative numbers were expected this Autumn and have now been postponed by up to a year due to government changes being rolled out to District Councils.

Where does the NDP sit in the Hierarchy of decision making / influencing development etc.?

Does the NDP need to submit an interim report on progress to date to WBDC?

Shaping criteria and statistical evidence.

Land registry – evidence of restrictions on the land. **Action:** RR to follow up.

Action : All Send list of questions to DS by Monday 3rd December who will collate and forward to Consultant Aaron Smith for review/comment.

8. Local Plan Review

Aaron Smith is writing a response to the Local Plan for the Parish Council (PC) which DA will circulate to NDP. The NDP can then decide whether they need to make a separate response or feedback comments to the PC.

9. CCB Report – Housing Needs Survey 2016 for Compton

DN asked whether this report needed updating. DA confirmed that having talked to Aaron Smith (Consultant) the report would be relevant as evidence until 2020.

10. Local Landowners for Development

DN asked what land had been put forward by landowners in the call for sites earlier in the year for development (to 2036). DA re-stated that there were 3 sites, the Pirbright Institute and 2 others, but that these were not yet in the public domain as WBDC have not yet officially released the

names. DN said the Housing & Development group would be contacting all landowners.

11. Pirbright Site

DN stated that being relatively discreet the Pirbright site presents a real opportunity to develop something innovative, energy efficient and beautiful without degrading the traditional Berkshire redbrick structures we have in the village. Development on the site should be integrated, energy efficient, environmentally attractive & sustainable – providing homes, green spaces and some work spaces (offices & light industrial units) in a “Garden Village” type setting. He suggested the Pirbright site location within the village is discreet enough for a developer to be bold and innovative in design without impacting on the present “Compton Village Design Statement” dated April 2016. DN referred to the Grand Designs program broadcast on 20th November 2018 which showcased a new housing development in Cambridge called Aura Housing. The Developer was Countryside Properties and the Structural Engineers were AECOM. Coincidentally Homes England are working with AECOM on the Pirbright site. DN said he would be contacting the developer and architect.

12. AOB

DN said he had extended the invite to meet with WBDC to all members of his workgroup. The Steering group felt this would be too many people and he agreed to uninvite them.

DN has met socially with Tom Rothwell who has been involved in the development of the Goring NDP which is nearing completion and suggested that we could invite Tom to talk to us of his experience. He has also met a member of the Hungerford NDP committee.

Date of next meeting – Tuesday 11th December at 7:30pm Compton Swan.