

Compton Neighbourhood Development Plan



Minutes of the Steering Group Meeting Held on Monday 11th February 2019 at 7:30pm at The Compton Swan

Those present: Tim Lomax, Rupert Reid, Chris Smith (acting Chair), David Norbury, Debbie Smith (Sec).

1) Apologies for Absence

Sally Duckett, Grant Tuff, Dave Aldis (Chair), Alan Garmonsway (Deputy Chair), Peter McGeehin

2) Minutes of the last meeting

The minutes were agreed. DN proposed, RR seconded. CS signed as (acting Chair).

3) Matters arising

- **Briefing document / Summary Report.**

RR and DN have developed first draft. NDP vision statement to be included once it has been agreed together with a statement from each of the 5 workgroups outlining their intentions, process so far and next steps.

Action: Workgroup Heads email RR workgroup statements by 21st February 2019

Action: RR to collate vision and workgroup statements into draft summary report for circulation prior to meeting on 13th March 2019

- **Steering Group Membership update**

DS updated the group with latest changes to membership. The group welcomed Tim Lomax who is heading up the Environment, Green Space & Parks workgroup. Jason Highet & Peter Cundell have resigned due to conflict with business interests.

Action: All to Update email groups/lists to add new/delete past members accordingly.

- **Wildlife Study Report on the Pirbright Institute Site**

DS sent Homes England chasing email requesting sharing of wildlife study. Awaiting response.

4) Consultation Paper on proposed 20mph speed limit through village – NDP

The group agreed the proposal was generally a good outcome. Concern was expressed that the 20mph restriction stopped short (westbound) of where we would like it to. The consensus was that rather than jeopardise and or delay implementation of the proposal we should respond favourably and express an anticipation that the speed limit westbound will be re-evaluated once the Pirbright Institute site is developed.

Action: DS to respond on behalf of NDP to WBC Transport & Countryside supporting the proposal.

5) Decision on West Berks Educational Place Planning Team offer to meet with NDP

It was agreed we should accept offer to meet with WB Edu Place Planning team once RR has had his planned meetings with the Head of the Downs school and the Primary school.

Action: RR to contact the Edu planning team to arrange a date for the meeting and refer back to Steering group to see who wants to attend.

6) Agree Housing Number to be Communicated through NDP

Following the meeting with Homes England and the subsequent meeting with Bryan Lyttle & Laila Bassett from WBC Planning team it's clear there is a discrepancy between their respective positions on the proposed number of houses to be built in Compton and this has caused a disparity in information communicated by steering group members. Following discussion of options, it was

agreed that the figure to use/quote is “approximately 140 houses”. This is consistent with the current Local Plan, conforms to the number approved until 2026 and is supported by the SPD. WBC Planning team expect to publish housing allocations for period to 2036 by Autumn 2019. If necessary, the NDP team will revise their published figure at that time in order to be in line with the new Local Plan.

7) Review of Settlement Boundary

It was agreed by those present to postpone discussion until the next meeting as it was felt there were insufficient numbers present at the meeting to decide. This also raised the question of how many members represent quorate. TBC

Action: Add to next meeting agenda

8) Vision Statement

The workshop with the Consultants together with subsequent workgroup meetings produced several vision statements. RR volunteered to consolidate these into a draft version which he would circulate to the Steering group.

Action: Workgroup heads to email RR their workgroup vision statements.

Action: RR to circulate the draft vision statement before the next steering group meeting on 13th March 2019.

9) Work group lead's progress feedback

a) **Housing & Development** - DN highlighted following key points from his workgroup report:

- i) Continuing deep dive into survey results
- ii) Contacted CCB re: Housing Needs Survey – still valid
- iii) Met with Laila Bassett at WBC re: Call for Sites (2017). Discussion followed regarding situation of current sites in Local Plan (to 2026)/SHLAA 2013. Further clarification sought.
- iv) Met with Compton Ward Councillor Virginia Von Celsing who is committed to support us but to be aware Local Elections pending in May 2019.
- v) Met with James Dawson of Beeswax Farms – Undertaking a 100year plan – initially refurbishing existing properties to let, not for sale.
- vi) Planning to contact; Action with Rural Communities in Rural England (ACRE), all identified Affordable Housing partners, potential innovative country planners.

b) **Environment, Green Space & Parks** – TL reported on current progress.

- i) Using the Locality toolkit “Planning Green Space” resource to inform next steps
- ii) An Environment workgroup member attended a workshop run Thames Valley Environmental Records Centre (TVERC) on 9th Feb focussing on data and maps to help provide evidence to support neighbourhood planning. As well as providing access to TVERC's wildlife data the course covered using the free open source programme QGIS with the aim of producing a map of our Neighbourhood Plan area.
- iii) The group aims to produce a realistic plan of connected corridors of green space.
- iv) Considering consulting with community to examine what is understood by Green Space, (parks, sports fields, gardens, countryside). Options considered on how best to achieve this; Compilations, leaflet/survey, social media, public meeting.
- v) Planning to conduct an audit of current green space.
- vi) Identify what new green space is wanted/needed.

c) **Education, Young People, Community & Facilities** – RR reported on progress;

- i) Distinguishing between what relates to infrastructure & what is community/nice to have.
- ii) Having identified the different interest groups within the community they are now looking at the commonality, e.g. place to meet / facilities required. Focus is on what would be used long-term.
- iii) Meetings scheduled with Heads of Schools to engage with them and gauge whether their needs can be addressed by the NDP.

d) **Roads & Transport** – received written report of their recent meeting on 7th Feb 2019.

- i) Developing workgroup key objective from draft ideas. *(to be published together with the other workgroups once confirmed)*
- ii) Clarified that NDP can only deal with matters of concern that relate to development and not wider traffic management which are outside the scope of the NDP, however the information gathered can be included in an addendum.
- iii) The group reviewed the 20mph speed restriction proposal for Compton. Clarified that the Parish Council have only had discussions with WBC on speeding matters, not other highway issues.
- iv) Discussed potential use of flashing/smiley faces signage.
- e) **Business & Job Opportunities** – CS reported they have a workgroup meeting scheduled for 12th Feb 2019. They have produced a questionnaire to take to businesses and list of businesses. Aim to connect with one-man businesses via questionnaire/survey to identify whether there is a desire for establishing a business hub where one-man businesses could come together / share resources, benefit from shared business community

10) Communication with the Community

DN said we should be engaging more with the Community. The Website is out of date and is not displaying survey results. DS re-iterated website will not accept PDF file as too big and needs splitting up via PDF editor e.g. Adobe Acrobat Pro DC, Nitrate etc. DS has exhausted all free trials of PDF editors. Alternative option would be to buy license @£17/mth. DS & TL to investigate. RR suggested we only publish in Compilations when we have something to communicate. DS reminded the group that a previous meeting decided we should contribute to each edition and welcomes contributions from the workgroups.

DN suggested increase presence on Social Media/Facebook, update with progress and encourage participation, e.g. Workgroups wanting to engage with stakeholders to elicit responses.

Action: Workgroup leads to contribute articles for Compilations as and when, SD (nominated in absence so not confirmed) to raise presence on Social Media.

11) Agree date for next workshop with Consultants

All agreed the Consultants workshop had been a useful experience but felt further clarification needed on objective of follow up workshop. Could it be more directive/prescriptive? The workgroups are currently in evidence gathering mode and will need help distilling the information, what does/doesn't go into the NDP. Not clear if all groups have identified their key objective. No consensus reached as to timing of follow-up workshop.

Action: DS to contact Consultants to clarify scope of next workshop.

Action: Workgroup heads to send DS key objective for their workgroup asap to be forwarded to Consultants.

12) Options for storing/sharing information

DS currently stores everything received/downloaded on personal OneDrive. Aware volume of documents will be growing rapidly as progress made. Consider; Google Drive, OneDrive, Dropbox.

Action: DS to check whether WBDC offer a community Sharepoint, check what the PC use, review all options and make recommendation by next meeting.

13) AOB

DN unable to attend course booked onto and will circulate details for someone to take his place.

14) Date of next meeting Wednesday 13th March 2019