

Compton Neighbourhood Development Plan

Steering Group



Minutes of the NDP Steering Group Meeting

Held on Tuesday 23rd February 2021 at 7:0pm via video conferencing due to Coronavirus Lockdown.

Those present: Dave Aldis (Chair), Alan Garmonsway (Deputy Chair), Sue Garmonsway (Secretary), David Norbury, Grant Tuff, Chris Smith, Sally Duckett, Aaron Smith, Hollie Snyder

1. **Apologies for Absence** – Tim Lomax
2. **Minutes of Meetings** – The minutes of the previous meetings on 11th August 2020, 30th September 2020, 19th October 2020 and 20th January 2021 were approved. Proposed DN, Seconded GT – signed by AG.
3. **Matters Arising** –
 - **AG:** Update had been received from the Pre-school and he had written the Technical Paper and then circulated it to the Steering Group- see Agenda Item 4
 - **HS1:** 2d- **AS** explained he had now strengthened the NDP in response to the comments made by Homes England (HE) to the consultation, restating the remit of HE to unlock land where the market will not, by funding on-site infrastructure and land remediation on small sites through their Home Building Fund – Page 24 9.13. The responses in the Consultation Report have also been strengthened.
 - **HS2&3** – to be covered on Agenda Item 5
4. **Community Facilities – response from Parish Council (PC)**
 - i. **HS** reported that the Technical Paper written by AG had moved this policy forward and it had also been included in the Reg 14 Consultation Report.
 - ii. **DA** confirmed that the PC had verbally confirmed it would support, in principle, retaining some of the existing buildings but requested a minute to go to them to be included in the PC meeting on the 1st March.

AGREED: AS to amend the wording in Policy C13 and for it to be submitted to the PC meeting. AS would be available at the PC meeting to clarify any points/questions raised.
5. **Business-Hub** –
 - i. **Page 40, 13.11.** No progress had been made with this, more formal evidence was needed if this statement was to be retained. **ACTION: CS** to contact provider for Hampstead Norrey's Business Hub to discuss and record possible interest in setting up in Compton by 2nd March 2021.
 - ii. **Growing businesses - AS** explained that Policy C10 protects existing employment sites. He recommended that existing growing businesses requiring sites in the village should engage with landowners and make representations to West Berkshire Council and Homes England re the planning application to express their interest in Compton.
ACTION: SD to feedback recommendations to relevant businesses
6. **Feedback on changes to Compton NDP Submission Plan and Consultation Statement**

The Steering Group Members thanked AS & HS for the work they had done on the Submission Plan & Consultation Statement.

ACTION: All Members – to check Page 23/24 of Consultation Statement and inform SG if there are any Local Consultees that Working Groups consulted with that are **not already** highlighted in grey on the list by Thursday 4th March.

AGREED: To accept changes made to NDP Submission Plan & Consultation Statement to date and noted changes to C13 and C11 yet to be made.
7. **Timeline for Submission of Plan to West Berkshire Council**

AS outlined that there were now only three pieces of information that were needed to be able to finalise the Submission NDP and the Consultation statement :

- C13 – decision from Parish Council Meeting 1/3/21
- Business Hub – information from **CS**
- Confirmation that all local consultees are identified on P23/24 of Consultation Statement Documents could then be consolidated and ready to submit to the Parish Council for approval and submission to West Berkshire Council.

AGREED: That the Final NDP Submission Plan and accompanying Documents would be submitted to Parish Council Meeting on 19th April 2021, the deadline for inclusion on Agenda – 22nd March 2021

ACTION:

- **AS & HS** to finalise documents by 15th March 2021 ready for submission to Parish Council Meeting
- **DA & SG** to submit as Agenda item for approval at Parish Council Meeting 19th April 2021
- **SG** to advise Leila Bassett, West Berkshire Council of the intended timeline for submission.

8. Any Other Business :

- a) **CS** asked if a simpler version of the NDP could be made available to residents that would be easier to read and understand. **AS** responded that was not possible as they would have to vote on the actual plan but that an Information Sheet could be made available before the referendum.
- b) The Parish Council had not received any update on the progress of the HE Outline Planning Application.

9. Date & time of next meeting – 9th February 2021 7:00 pm via Zoom.

ACTIONS TO BE COMPLETED:

- i. **AS** to amend the wording in Policy C13 and for it to be submitted to the PC meeting 1/3/21 and be available at PC meeting to clarify any points/questions raised. (4b)
- ii. **CS** to contact provider for Hampstead Norrey's Business Hub to discuss and record possible interest in setting up in Compton by 2nd March 2021. (5a)
- iii. **SD** to feedback recommendations to relevant businesses. (5b)
- iv. **All Members** – to check Page 23/24 of Consultation Statement and inform SG if there are any Local Consultees that Working Groups consulted with that are **not already** highlighted in grey on the list by Thursday 4th March. (6)
- v. **AS & HS** to finalise documents by 15th March 2021 ready for submission to Parish Council Meeting (7)
- vi. **DA & SG** to submit as Agenda item for approval at Parish Council Meeting 19th April 2021. (7)
- vii. **SG** to advise Leila Bassett, West Berkshire Council of the intended timeline for submission. (7)