

Compton Neighbourhood Development Plan



Minutes of the Steering Group Meeting

Held on Wednesday 22nd January 2020 at 7:30pm at The Foinavon, Compton

Those present : Dave Aldis (Chair), Alan Garmonsway (Deputy Chair), Sue Garmonsway (Sec), David Norbury, Chris Smith, Peter McGeehin, Sally Duckett, Rupert Reid, Tim Lomax

1) Apologies for Absence

Grant Tuff

2) Minutes of the last meeting

The minutes were agreed and signed as a true record of the meeting by DA (Chair)

Proposed: David Norbury Seconded: Sally Duckett

3) Matters arising

a) Affordable Housing

- a. Validity of Numbers - SG confirmed she had contacted Aaron Smith; Hollie Snyder had confirmed that the numbers from the earlier survey can still be used but will add a statement that they were a snapshot of the need at the time of the survey.
- b. Sovereign Housing invite – DN confirmed that he had contacted Sovereign Housing and A2Dominion Housing and they had both agreed they would be prepared to attend a Steering Group Meeting as appropriate.

b) **Education, contact Chris Prosser** – AG confirmed that he had met with Chris Prosser and the information from the discussion has been included in his update to Aaron.

c) **Report on Roads & transport to be completed** – PM confirmed that he had forwarded information on this to Aaron

d) **Update of Issues Paper V3 (Evidence Report)** – SG reported that information, where appropriate, had been sent to Aaron from all Working Group Leaders with the exception of the Environment and Greenspaces Group which was yet to be collated. The updated V3 was received from Aaron on time and had been distributed to members of the Steering Group on the 17th Jan.

e) **Freedom of Information Request** – DN confirmed that he had submitted his FOI request and had received the Contamination Report but not the Remediation report as he understood this had not be finalized yet. PM had read the Contamination Report and said that we should not be alarmed by what was in it. The question of who should pay for remediation was raised.

Action: RR will draft a question for Homes England with regard to contamination and who pays and then forward it to **SG** who would then to write to Homes England.

f) **Institute Gatehouse** – SG confirmed that she had written to Homes England to request that the Gatehouse be put on our list of buildings we would like to be retained on site. This had been received and noted by Homes England.

g) **Update of Contact Lists** – SG confirmed that the contact list had been updated with the exception of the Environment & Greenspaces Working Group – Tim forwarded the list to SG.

4) Feedback from Homes England Consultation – 21st January 2020

DA thanked everyone involved in producing and distributing the leaflet to inform the community of the Homes England (HE) event. The turnout to the event had been impressive and those that had attended had asked a range of questions and made comments.

- DN had the opportunity to question HE at length regarding their proposal.
- PM confirmed that there had been people from West Berks DC at the event.
- Comments on Facebook and emails to the Secretary had already started coming through. SG

was responding to emails as she had received them.

Action : SG to collate feedback received and respond to emails. **SD** would write a generic response for Facebook.

- AG had sent update for Compilations and had included details that Homes England were holding an event but the deadline for submission of copy had been before the HE event had taken place.
- CS had asked HE for a copy of their presentation but they had not been forthcoming.

Action: SG to write to HE to request copies of their presentation and also for the Feedback Data.

CS proposed that we needed to hold our own event in the near future to maintain momentum and to capture the views of the village : **this was agreed.**

DA confirmed that the event would contribute to the process of developing the Neighbourhood Development Plan and was not to be confused with becoming a protest group for the HE proposal.f

Action : CS will put together format of the event and the presentation, SD will assist.

Format and presentation to be approved by Steering Group at meeting on 6th February, 7.30pm at The Foinavon to finalise the event.

Leaflet to be approved before being printed.

Initial Action Plan for Event:

Date & Time: 13th February, 4.30pm to 8pm Venue: Village Hall

Booking Venue	SG	Booking – 3pm to 9pm
Format, Presentation & Posters	CS, SD will assist with posters	
Presentaion	CS to deliver	Presentation at 4.30pm & 7pm
Leaflet to advertise	SD will write	
Printing of Leaflet	DN	
Leaflet Distribution list	DA & SG to update	
Facebook	SD to update	Copy of leaflet to be uploaded
Website	SG to update	Copy of leaflet to be uploaded

Please let SG know your availability to attend the event on the 13th February.

5) Comments from Working Group Leaders on Updated Issues Paper V3

The Issues paper had been updated from information received from Working Group Leaders and circulated to members of the Steering Group for approval/comments.

- a) Housing – DN still had some information to be included which could be ready with 24 hours.
- b) Business & Employment – CS still had information from new employers, aranging 1:1 meetings with them
- c) Communities, Education & Facilities – AG has given majority of information to Aaron just needs a few minor alterations.
- d) Environment & Greenspace – TL reported most of information had been collected and maps completed. He was identifying areas of green space and links to bio-diversity. Had problems with finding time to complete final draft. He would find it easier to work to a project plan with dates. He was advised to contact Aaron and send him the information for him to incorporate into the report.
- e) Roads & Transport – completed.

6) Next Steps

- a) Completion of Issues Paper (Evidence Document)

It is time now to bring the Issues paper to completion. DA asked that all Working Group

Leaders should ensure that any remaining information is sent to Aaron Smith.

Action – DN, CS, AG, TL & PM to ensure that all remaining information is sent to Aaron by **19th February**. This is the final date for information to be included in the Issues Paper. Please copy in **SG**.

b) Conversion of Issues Paper to NDP Report

Aaron has already started work on the NDP Report from the information already sent to him once he has the final information from the Working Groups, he can produce the Draft Development Plan for our next meeting. Screening can then begin with WBC to identify if it is necessary for a Strategic Environmental Assessment and/or Habitat Regulations Assessment.

Action: SG to invite Aaron to next Steering Group Meeting.

c) Consultation with residents leading to Independent Examination and Village Referendum - DA – ongoing consultation will be undertaken through the Event on the 13th February. Once the Draft Development Plan is complete it will then go to the Parish Council for approval. Once approved they will then publicise the plan and go to formal consultation lasting for a minimum period of 6 weeks.

7) Attendance at Parish Stakeholder Event – 12th February

PM has agreed to attend to represent the Parish Council. SG/AG has agreed to attend to represent the NDP Steering Group.

Action: SG to respond to invitation on behalf of NDP Steering Group

8) AOB

- DN asked if there was any need to submit more FOI requests – **SG** to request HE Event data, and who pays for remediation - see previous items.
- DN asked if people would be encouraged to respond to HE proposal once planning permission is submitted to WBDC. DA stated Parish Council would inform the village once the planning application had been submitted and invite them to submit their responses
- SD raised the CIL payment that would be made to the village due to a development on the Pirbright site and should this be integrated into our plan. PM responded that we should be strengthening our document around infrastructure development as a need from development within the village.

Action: DN, AG, CS, TL, PM to liaise and ensure this is included in information going to Aaron.

- CS raised that Thames Water were working at the bottom of his lane on Sewage works. Whilst it had not been established why he knew that someone near had received a letter notifying of work being completed and agreed to ask if he could have a copy of the letter.
- SG asked if all evidence from Working Groups and consultation was being held in a central location. CS & TL confirmed that a Google drive had been set up and evidence was being stored there.

Action: CS would speak to DS to ensure access was passed to SG

9) Date of next meetings:

1. **Event Finalising - Thursday, 6th February 2020 @ 7:30pm in “The Foinavon” Compton**
2. **Steering Group Meeting - Wednesday 26th February 2020@7:30pm in “The Foinavon” Compton**