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| **MINUTES** |
| **Date:** | **Tuesday 25th October 2016** | **Time:** | **8.00pm** |
| **Place:** | **Burghfield village hall meeting room** |

1. **Attendance**

Emma Bell, Mike Wood, Royce Longton, Ian Morrin, John Cornwell & Erle Minhinnick

1. **Apologies for Absence**

Olivier Marsden, Tim Ansell, Glyn Townsend, Marcin Wilk & David Godwin

1. **Minutes of the last meeting**
	1. Minutes of the last meeting of the Steering Committee held on 27th September approved to represent a true and fair view of what went on.
	2. Matters arising from them:- none.
2. **Bramley NDP Presentation**

The Bramley NDP group were unable to attend because they had an investigation meeting at the same time. They will be invited to attend our next meeting.

1. **Website Progress**

Olivier is absent but Ian Morrin and Emma Bell are willing to help Hugh Dalgleish prepare articles to be offered to the site.

1. **Grant Applications**

Recent meeting with Parish Council highlighted the need for NDP to start locating sources of grants to fund our work. Royce Longton to reach out to Mortimer NDP group for these.

Information from a Housing Needs Survey can be obtained from West Berks. Ian Morrin to assist here. Map is required to accompany Neighbourhood Area Designation Application form. West Berks to be contacted for this. The NDP area is to include a small part of north Sulhamstead. It is understood that this is in line with what Sulhamstead PC are considering. Their representatives are on holiday but will be contacted so as to work with this group and answer BPC & BNDP questions.

1. **Vision Statement**

Amendments to the original was proposed by Royce Longton and discussed. Amendments to this are unfinished and to be continued but that agreed to date will be circulated among the group.

1. **Date & venue of the next meeting – 8th November, same time, same place.**