BURGHFIELD PARISH COUNCIL

Clerk: Mrs Cally Morris

Burghfield Parish Council, PO Box 7381, Reading RG1 9XP

Tel: 0118 970 1754 Email: [burghfieldclerk@gmail.com](mailto:burghfieldclerk@gmail.com)

MINUTES

Minutes of a meeting of the Neighbourhood Development Plan Steering Group

Date: Tuesday 30 August 2016 Time 7.45pm

Place: Burghfield Village Hall meeting room

**1. Members Present**

Erle Minhinnick, Emma Bell, Olivier Marsden, Ian Morrin, Dave Godwin, Royce Longton

**2. Apologies for Absence**

Tim Ansell, Glyn Townsend, Mike Wood, Hugh Dalgleish

**3. Minutes of the Meeting Held on 16 August 2016**

The Minutes were approved as a correct record

**4. Matters Arising**

There were no matters arising on the Minutes that were not covered on the Agenda

**5 Secretarial Position**

The resignation of Marcin Wilk was noted. The view was expressed that the Group is somewhat deficient in expertise and that further recruitment would be desirable. Olivier Marsden agreed to take on the role of minute taking after this meeting.

**6. Workshop**

A draft Vision Statement had been circulated by Emma Bell following discussion at the last meeting. Royce Longton had subsequently circulated a slightly revised and expanded version. It was agreed that discussion of the Vision Statement should be held over to the next meeting so that this evening’s meeting could concentrate on discussing arrangements for publicising and seeking comment on the NDP at the forthcoming Burghfest.

Emma Bell had also circulated a list of comments for inclusion in the NDP that had been posted at the May Fayre, arranged under the headings in the draft Vision Statement. After some discussion 12 of these comments were selected for consultation at Burghfest. They would be posted on boards at the NDP stall, and visitors to the stall would be invited to indicate their preferences. It was noted that Burghfest might also be an opportunity to recruit new Steering Group members.

Ian Morrin reported that he had discussed the NDP with Bryan Lyttle at WBC, and Royce Longton said that he had attended a Public Hearing at Newbury into the Mortimer NDP.

Points of note and questions raised at these sessions include:

* The need to get our NDP officially designated at WBC
* The need to establish an NDP website, or an NDP page on the Parish Council website
* Names and addresses of NDP Steering Group Members, or at least an indication of place of residence within Burghfield, should be recorded on the Website
* Interests should be formally declared, when appropriate, at Steering Group Meetings
* The Mortimer NDP Group had held private meetings, with Minutes not published until the end of the process
* Mortimer had carried out very effective public consultation during the development of their NDP
* Mortimer had been criticised by the Inspectorate for not having carried out a Landscape Assessment of their preferred housing site
* This emphasised the need for us to get a landscape architect, and also a hydrologist, on board as Steering Group members or consultants
* Mark Lewis from Education at WBC had indicated the need for land for a new primary school in Burghfield, suggesting that land might be donated by a landowner in return for planning permission for houses elsewhere on his land
* WBC is under pressure to get their Local Plan updated to 2036 as soon as possible
* The question was raised Do we need an NDP or should we just work closely with

WBC on their Plan?

It was noted that Emma Bell and Royce Longton are scheduled to meet with Rachel Lancaster from Planning Policy at WBC on Monday 5 September, when these and other points will be discussed.

**7. Date of Next Meeting**

The next meeting will be held on Tuesday 13 September at 8.00pm