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| **MINUTES** |
| **Date:** | **Tuesday 13th March 2018** | **Time:** | **8.00pm** |
| **Place:** | **Burghfield Parish Hall meeting room** |

**Open forum**

* For rental properties, who votes for final referendum? Landlords or tenants? Answer : people on the voting registry
* question on time frames? Answer from Royce : nothing much in detail, other than we can’t do much before WBerks gives numbers. Mortimer NDP has some details about dates.
1. **Attendance**

Robert Elliot, Duncan Godding, Martyn Henderson, Royce Longton, Olivier Marsden, Liz Slocombe , Claire & Richard Tilson, Mike Wood

4 members of the public

 **Apologies for Absence** : -Erle Minhinnick, Ian Morrin, Peter Plant, Ross Mckinnon

1. **Minutes of the last Meeting**
	1. Minutes of the 13/02/2018 meeting accepted
	2. Matters arising : disagreement noted with Alison May about wording of last meeting’s minutes
2. **Report from the chairman**

New members welcomed, question of whether we’re fielding a team for pub quiz (Mike would be up for it)

1. **Event diary update**

May Fayre 13th may. Ian looking after logistics, and Robert happy to liaise with Ian about topics, content. Ideas to be pitched by Robert at April meeting. A mention that the Village Design Statement should accompany information given about housing numbers. Suggestion of providing more information than previous years, like timelines, position of NDP document in hierarchy of planning documents.

1. **Social media & web update**

New website design from Duncan.

Liz suggests possibility of posters that ask questions that ask for responses on the website.

1. **Project plan update.**

Liz volunteers to take the project manager role. Robert happy to take comms manager role.

1. **Finance**

The 150 pounds for the environment group still has not yet been discussed by the PC.

1. **Methodology update**
* Nature reserve : not much can be done before receiving the comprehensive information about local wildlife (see finance update)
* Questionnaire. Liz : Martyn : is the language pitched at the right level? Alison : is this a vision statement or is it an aims & objectives? Robert : always difficult to differentiate between vision and plan. Mike: the bold points feel like the vision. Comment from the Tilsons : this doesn’t speak to the heart, it is too business-like. Alison will propose a “real vision”, Claire&Richard Tillson to provide another proposal. By email, steering group will decide what to do for end of March.
* Royce sees 3 questionnaires in total : this one, a housing sites one, and one on the draft document, and drop-in sessions. Robert will flesh out such issues in the comm. methodology.
1. **Matters for future discussion**
2. **Matters requiring urgent attention:**
* Royce & Erle’s response to Wberks document to be sent as is.
* Responses to the Theale lakes development appeal to be made individually, not by the NDP group

**Date & venue of the next meeting: - Tuesday 10th April 8pm at Burghfield Parish Hall meeting room**