

BURGHFIELD PARISH COUNCIL

Clerk: Mrs Cally Morris

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

Tel: 0118 970 1754 Email: burghfieldclerk@gmail.com

Minutes of the NDP Steering Committee

Date: Tuesday 15th January 2019

Time: 8.00pm

Place: Burghfield Parish Hall meeting room

Open forum (no members of the public in attendance)

There were no members of the public in attendance.

1. Attendance

Erle Minhinnick (EM, Chair), Royce Longton (RL), Olivier Marsden (OM), Martyn Henderson (MH), Mike Wood (MW)

Apologies for Absence: - Liz Slocombe (LS), Ian Morrin (IM), Duncan Godding (DG)

2. Minutes of the last meeting

a) Minutes of the meeting held on 20/11/2018 were approved.

b) Matters arising:

Ref.	On	Action	Update	Status
180505	RE	Build approach to local groups into Comms Plan	Action closed until we have a more definitive timetable (when comms plan will be revisited)	Closed
180506	RE/MH	Prepare a presentation for use with groups	MH to request a copy of draft from RE and update	Ongoing
180601	MH	Collate Vision Questionnaire responses	Complete see new action 190101	Complete
180602	DG	Circulate BPC policy on storage requirements for data from WBDC for review	Circulated with pack for meeting. To be reviewed when DG present.	Ongoing
180702	RE	Formalise the visit schedule within the Communications Plan.	Closed, see action 180505	Closed
180705	RE	To draft an e-mail response to those who asked to be kept informed.	Ongoing; needs to be transferred to someone else.	Ongoing
181003	IM	Establish which HNA data is already in IM possession	Ongoing	Ongoing

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Ref.	On	Action	Update	Status
181005	DK	Attend next BPC Communications Sub-Group meeting to present the NDP Questionnaire	Ongoing	Ongoing
181007	OM	Submit invoices for web-hosting	Payment awaited	Complete
181101	RL	Invite members of BPC to Heritage Presentation on 20/12/2018	BPC invited, none chose to attend	Complete
181102	IM	Arrange date for AWE Exclusion Zone Briefing with John Steele at AWE	Held at St.Mary's Church 10/12/2018	Complete
181103	EM	Write to Bluestone requesting we defer a presentation from them	Complete	Complete
181104	EM/LS	Arrange to decorate an NDP Tree for St.Mary's Christmas Tree Festival	Complete, it included a map inviting people to add a pin for suggested housing locations which generated a number of responses	Complete
181105	IM	See whether he had a spare Christmas tree to use	Complete (no)	Complete
181106	OM	Assist with writing an introduction to the Questionnaire	Complete (on tonight's agenda)	Complete
181107	IM	Expedite response from Laila Bassett regarding her queries on Q1	Ongoing	Ongoing
181108	All	Circulate comments on Local Plan review/IM to collate and draft a suggested response	Several members indicated they had responded individually to the consultation	Complete

3. Report from the Chairman (EM)

EM noted that he was disappointed with the lack of Committee and BPC representation at the AWE Exclusion Zone and Heritage briefings.

RL advised that he had forwarded the data we had been sent to the BPC members.

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4. Event diary update (EM)

The NDP tree at St.Mary's Christmas Tree Festival elicited quite a response. It used a map of the area and invited people to stick a pin in their preferred location for housing. There was no particular plan to the places picked and several spurious locations (e.g. middle of lake) but it was overheard to provoke discussion.

There are no events currently planned.

5. Communication Update (MW/EM)

MW reported that we had received a request for support/help from Burghfield Football Club in their attempts to find a location for new pitches and a clubhouse. The committee was unsure how we could best help so agreed to ask them to present to the next meeting.

ACTION 190101: MW to invite the club to present to the next meeting.

Questionnaire update: the draft Introduction and RL's additional comments on the questions were reviewed and an updated questionnaire was agreed.

Heritage assets: the committee agreed that we should add a request for nominations of local heritage assets to the questionnaire.

ACTION 190102: EM to update questionnaire.

6. Project plan update (EM)

Nothing to report.

7. Finance (EM)

Nothing to report.

8. Methodology Statement Update (EM)

The responses made by committee members to the WBDC consultation on the Local Plan were noted.

It was noted that the Grazeley development was impacted by the AWE Exclusion Zone.

It was agreed that the committee would conform to the BPC Data Protection Policy.

9. Matters for future discussion (EM)

None.

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10. Date & venue of the next meeting (EM)

Full Committee: Tuesday 26th February 2019, 8pm at Burghfield Parish Hall meeting room (please note change to fourth Tuesday for this month).

ACTION 190103: MW to request change to hall booking.