

**Datchet Neighbourhood Plan Steering Group
Meeting Minutes**

Date & Time	14 th March 2018. 4.30pm
Venue	Datchet Parish Office
Attendees	Fiona Cryle (Chair), Marjorie Clasper, Alison Crampin, Jo Stickland (Treasurer), Jane Simpson, Ewan Larcombe, Nick Goddard, Robert Paddison (RBWM), Cllr Bateson (item 3), Jenifer Jackson (RBWM) (Item 3)

Agenda Item		Action
1.	<p><u>Apologies for absence and announcements</u></p> <p>Apologies received from Janet Kennish.</p> <p>No announcements.</p>	
2.	<p><u>Minutes of Previous Meeting</u></p> <p>Minutes of 14th February 2018 were approved as amended.</p> <p><u>Matters Arising.</u></p> <p>VAT on the Neighbourhood Plan's expenses. Robert thought that other Neighbourhood Plan (NP) groups had not suffered VAT on expenses when they were routed through a qualifying body such as a parish council. Jo will speak to Judith and the Parish council auditors to see if this treatment can be achieved for Datchet NP.</p> <p>Traffic and air pollution information. The NP Steering Group was uncomfortable with the level of information available on Datchet traffic and air pollution within the supporting documents of the RBWM Local Plan (Submission Version). Robert will check to see if there is, in fact, good information in these documents or other information available at RBWM.</p> <p>Radian. Elaine McLaughlin of Radian has responded and offered a meeting. Jo will suggest days around her work commitments. Fiona will arrange the meeting. A meeting with Fiona Steward of RBWM on Affordable Housing might be considered after the Radian meeting.</p>	<p>Jo</p> <p>Robert</p> <p>Jo and Fiona</p>

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3.	<p><u>Planning Development Fund</u></p> <p>Jenifer Jackson explained how her successful Planning Development Fund application might help the Datchet NP.</p> <p>Councils can bid to DLG for funding to help with the delivery of housing on larger sites. Jenifer has successfully applied for £20000 to enable Datchet to develop its master plan (NP). It has to be spent in financial year 18/19. The master plan can deal with for example - lay out, access, ecology, tree buffers, CA, listed buildings, play areas, materials, scale/height, education but, as far as she is concerned we have a blank sheet.</p> <p>The boroughs Design Guide Principles might be of interest to us but (the updated version?) is not yet available and in fact they haven't even got a first draft yet. They are using Tibbalds as their design consultants and we could, if we wanted too, seek her advice as well.</p> <p>We could also consider creating a Local Design Guide as a supplemental planning document to the NP. Cookham created one before they decided to do a NP. It could deal with such things as a bypass/relief road or not putting housing directly adjacent to the motorway.</p> <p>Southlea Farm and the proposed gravel extraction plan. Jenifer stated that although this was in the document she produced to the Stakeholders meeting in February the Crown Estate has now said it's not interested- the original proposal having come from Heathrow not Crown Estate.</p> <p>If we want to talk about educational issues we should contact Ben Wright or Anne Phifer at RBWM.</p> <p>HA42. The land owners are in pre application discussions with RBWM. Jenifer declined to advise what had been said as they are confidential. RB are trying to put the brakes on the applications progress.</p> <p>RBWM are in the process of putting together their Reg 123 list together. This will affect what the developers include in their CIL applications and how they allocate their money to the different projects.</p> <p>Housing Market Assessment. Jenifer Stated 30% of the 360 proposed housing units in Datchet should be affordable housing. She thought 25% was likely to be shared ownership as this is a more viable option for developers. The remaining 75% would be rented. There isn't a way to prevent developers coming back at a later date with a not viable argument that will reduce the number. She acknowledged the current BLP contained a 30% affordable allocation that they had failed to meet and didn't seem to have an argument for how this might change going forward. Jenifer said she did not have a solution to the problem of how do you make houses that are affordable when built still affordable when they are sold on.</p> <p>Jenifer and Cllr Bateson were thanked for their contribution</p>	

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4	<p><u>RBWM Stakeholder Group Meeting</u></p> <p>Jo and Fiona attended the 21st February 2018 meeting and have already distributed a report to the Steering Group. The meeting was helpful.</p> <p>Marjorie will attend the 17th April Meeting as the Datchet MP representative. (Jo attends as Datchet Parish Council representative)</p>	
5	<p><u>Character Assessments</u></p> <p>A third Datchet Character Assessment will be carried out for London Road before the Cratus meeting (HA42 is next to the London Road). Alison and Marjorie will set the date and invite members of the public in that area that have expressed an interest.</p> <p>Mindful of concerns within the Steering Group that the Character Assessment footprints were too small, Marjorie and Alison will propose a schedule of all key future Character Assessments at the next meeting.</p>	Alison, Marjorie
6	<p><u>HA42</u></p> <p>Cratus, Public Relations for Inland Homes coming to present to DVS and NP (2.30 to 3pm) followed by open meeting with Datchet Residents (3pm till 7pm) on 28th March 2018.</p> <p>Fiona will ask Cratus how they are going to publicise the meeting. Fiona, Marjorie and Alison will consider publicising the meeting through our website / Facebook after Fiona has spoken to Cratus.</p>	Fiona, Alison, Marjorie
7.	<p><u>Future Training and Consultancy Arrangements</u></p> <p><u>Recept</u></p> <p>Fiona, Alison and Marjorie met with Recept a local planning consultancy. They were interested and knowledgeable. They will propose ways that they can support the Datchet NP. It is hoped that this will be on a pro bono basis.</p> <p>Robert said we should be careful about advisors' conflicts of interest.</p> <p><u>Centre For Sustainable Energy</u></p> <p>Dan Stone from The Centre For Sustainable Energy are prepared to come and talk to a group of local Neighbourhood Plans. Robert will see if RBWM can invite other Neighbourhood Plan groups to a session that Datchet NP will host.</p> <p>Fiona to follow up once Robert gets back to us.</p>	Robert & Fiona

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8.	<p><u>AOB</u></p> <p><u>NPPF</u></p> <p>Robert informed us that central government are updating the NPPF. The Datchet NP should continue to work to the current NPPF.</p> <p><u>Updating Parish Council Website Page</u></p> <p>Jo confirmed that we can put through any changes to the Datchet NP page on the Parish Council website. Katy is the contact at the Parish Council.</p> <p><u>Holiday Cover</u></p> <p>Marjorie and Jo will cover Fiona's role during her holiday. Jo will Chair next steering group meeting.</p>	
9.	<p><u>Date of Next Meeting</u></p> <p>11th April 2018 at 4.30pm at the Parish Office</p>	

Future meeting dates in 2018 ; 9th May, 13th June, 11th July, 8th August, 12th September, 10th October, 14th November, 12th December.