

**Datchet Neighbourhood Plan Steering Group
Meeting Minutes**

Date & Time	10 th October 2018. 4.30pm
Venue	Datchet Parish Office
Attendees	Fiona Cryle (Chair), Marjorie Clasper, Jo Stickland (Treasurer), Jane Simpson, Ewan Larcombe, Nick Goddard, Alison Crampin

Agenda Item		Action
1.	<p><u>Apologies for absence and announcements</u></p> <p>Apologies received from Janet Kennish</p> <p>Fiona marked the passing of Cllr Jesse Grey who had been instrumental in commencing work on the Datchet Neighbourhood Plan.</p>	
2	<p><u>Minutes of Previous Meeting</u></p> <p>Minutes of 12th September 2018 were approved as amended.</p> <p><u>Matters Arising.</u></p> <p>Carried forward and amended action – Fiona will contact Nick Billington at WYG (who are representing developers of land to the west of Whites Lane) to say that we are not involved in land allocation decisions which are made by RBWM.</p> <p>Carried forward action – Fiona to contact Feliciano Cirimele at RBWM to discuss Air Quality given the number of monitoring tubes around the village.</p> <p>Carried forward action – Fiona to contact Eton End to discuss the Network Rail programme and DNP in general.</p>	<p>Fiona</p> <p>Fiona</p> <p>Fiona</p>
4.	<p><u>RBWM Design Grant</u></p> <p>The meeting with Vicky Gibson on 4th September 2018 was positive. Fiona, Marjorie and Alison will have another meeting with Vicky on 24th October to discuss the tender document.</p> <p>Vickys suggestion that the three Datchet site developers should be invited to participate in the compilation of the Design Guide was discussed. Nick felt that they may bring some resources to the project, where we had concerns that the current funding of £20,000 may be inadequate. It was decided to suggest to Vicky that the three developers were not invited onto the group developing the Design Guide but should be consulted as an interested party. Concerns over funding will be managed through careful scoping and, potentially, applying for more funding.</p>	<p>Fiona / Marjorie / Alison</p>

**Datchet Neighbourhood Plan Steering Group
Meeting Minutes**

Agenda Item		Action
7.	<p><u>Character Assessments</u></p> <p>Character Assessment documents for all areas except the Conservation Area were reviewed and detailed changes noted by Alison.</p> <p>Due to shortness of time Fiona will send Alison other comments she had.</p> <p>Marjorie will send Alison additional wordings for the character summaries as discussed at the meeting.</p> <p>Nick will review signage for parking restrictions and traffic calming measures in all Character Assessment areas and let Alison know what additional information should be added to the documents.</p> <p>Ewan will prepare a separate paper on Flooding, Flood Zones, Drainage Ditches and Water Courses.</p> <p>We will invite residents to review these assessments in the village hall in January. Fiona to speak to Sandra Needham.</p>	<p>Fiona Marjorie Nick Ewan Fiona</p>
9.	<p><u>Future Training and Consultancy Arrangements</u></p> <p>No requirements at this stage outside of the Design Guide.</p>	
10.	<p><u>Correspondence</u></p> <p>As noted under Matters Arising.</p> <p>Fiona has been contacted by Inland Homes (developers of HA42) and they have requested to meet with us. Fiona will arrange a meeting. Jo and Ewan will be excluded from the meeting so we do not have to consider potential conflicts of interest with their Datchet Parish Council planning roles.</p> <p>We have been contacted by Tim Scruton of GVA who are working on a Berkshire Clinical Commissioning Group needs analysis. Tim was looking for projected housing growth figures. Fiona will reply and help.</p>	<p>Fiona Fiona</p>
10.	<p><u>AOB</u></p> <p>Marjorie will set up a meeting with the new Datchet Parish Council planning team led by Peter Darban.</p> <p>We will also advise DPC about the design guide at their next meeting</p>	<p>Marjorie Fiona.</p>
8.	<p><u>Date of Next Meeting</u></p> <p>11th November 2018 at 4.30pm at the Parish Office.</p>	

Future meeting dates in 2018; 14th November, 12th December.