

**Datchet Neighbourhood Plan Steering Group
Meeting Minutes**

Date & Time	14 th November 2018. 4.30pm
Venue	33 High Street, Datchet
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>	
2	<p><u>Minutes of Previous Meeting</u></p> <p>Minutes of 10th October 2018 were approved as amended.</p> <p><u>Matters Arising.</u></p> <p>Fiona has e mailed 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. He said he would keep in touch.</p> <p>Fiona contacted Feliciano Cirimele at RBWM to discuss Air Quality given the number of monitoring tubes around the village. RBWM only have one in Queen's Road. He spoke to the Environment Agency who said they are not carrying out any monitoring in Datchet. Fiona will speak to Colin Rayner, local farmer, to see if he knows who is monitoring air quality in his fields.</p> <p>Fiona and Ewan had a good meeting with the Head at Eton End school to discuss the Network Rail programme and DNP in general. Fiona has issued a note of the meeting.</p> <p>Marjorie , Alison and Fiona met with Peter Darban, the new lead of planning on Datchet Parish Council (DPC) and Harry Clasper the new Deputy Lead. They found their approach refreshing. I was agreed Fioa would contact them again and propose n informal arrangement whereby information was shared. We would share minutes of our meetings and Link articles. Fiona will attend the next DPC meeting to tell them about the Character Assessment Community Engagement event.</p>	<p>Fiona</p> <p>Fiona</p>
4.	<p><u>RBWM Design Grant</u></p> <p>The draft Invitation to Quote & Project Brief was reviewed and approved. Fiona, Marjorie and Alison will work with VickyGibson to identify potential providers and issue the document. We will send the draft to Chris Bowden and DPC Councillors for comment before formally issuing it.</p>	Fiona / Marjorie / Alison

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7.	<p><u>Character Assessments</u></p> <p>All outstanding comments on the Character Assessment documents must be with Alison as soon as possible.</p> <p>Whilst reviewing the Conservation Area Character Assessment, the identification of specific properties and businesses in a negative manner was discussed and seen to be poor practice. Even though these comments were often from members of the public it was decided to remove them from the Character Assessment documents. So, for example, we might say that some shop windows were cluttered with advertising signs we would not mention which stores or have photos that clearly showed a cluttered window.</p> <p>It was confirmed Ewan's action to prepare a separate paper on Flooding, Flood Zones, Drainage Ditches and Water Courses was due for 1st December 2018.</p> <p>The Character Assessment Community Engagement event is set for 27th January 2019 in the Village Hall. A planning meeting will be held in the Parish Office on 26th November at 4.30pm. Fiona can spend around £150 on a banner to go on The Green.</p>	<p>All</p> <p>Alison</p> <p>Ewan</p>
	<p><u>Inland Homes</u></p> <p>Marjorie and Alison will comment on Fiona's draft note of the meeting held with Ben Johnson of Inland Homes on 5th November 2018. Fiona informed the meeting that she had not yet had a response to her follow up email to Ben requesting, amongst other things, that he followed through on his commitment to send us technical reports on air quality, flooding, traffic impact and noise.</p> <p>Vicky had also advised that Ben had asserted that the Datchet Neighbourhood Plan "seemed generally comfortable with the principles of the scheme". Fiona will make sure that Ben is told that our friendly approach to an information gathering session should not be viewed as us being comfortable with the scheme.</p>	<p>Marjorie / Alison</p> <p>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>Fiona will contact Sian Thurner who offered to get involved through the website and invite her to meet us.</p>	Fiona

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10.	<u>AOB</u> Gary Muir has asked for suggestions on where RBWM funding on road maintenance might be spent using their provider, Volker. Any ideas to go to Fiona. Nick will look at the Character Assessment road markings review.	Nick
8.	<u>Date of Next Meeting</u> Tuesday 11 th December 2018 at 4.30pm at the Parish Office.	