

Datchet Neighbourhood Plan Steering Group

Meeting Minutes

Date & Time	Wednesday 8 th December 2021 4.30 – 5.26 p.m.
Venue	Video conference meeting
Attendees	Alison Crampin, Marjorie Clasper, Fiona Cryle, Jo Stickland & Ewan Larcombe
Secretary	Jane Simpson
Guests	

Agenda Item		Action
1.	<u>Apologies for absence and announcements</u> None	
2.	<u>Minutes of the Meetings held on 10th & 15th November 2021 and matters arising</u>	
2.1	10.11.21: Item 2.1 - Still to hear from DB with respect to DPC distributing the DDG to shops. It would be good to have this information asap.	DB
2.2	Item 7 – AC will send updated text for DPC website soon.	AC
2.3	15.11.21: Item 1 – EA’s response. AC asked EL if he wanted to say anything about Brianne’s reply. EL had no comments to make regarding it. JSt advised that she had spoken with the owner of Woollacombe who in August put a charge on Poplars seeking first refusal to purchase if it goes on the market.	
2.4	It was agreed at a zoom meeting held on 29.11.21 for AC to send CB approval on his review with very minor amendments. Details are recorded in an email sent to CB that day.	
3.	<u>VAT</u> EL agreed with JSt. that DNP work which is done on behalf of DPC using money given to DPC for the NP and held by DPC, with payments approved by DPC, should be VAT exempt. Locality also says this. JSt has asked NALC for advice. It was agreed to raise this at the meeting with DPC on the 13.12.21.	
4.	<u>Presentation to DPC</u>	
4.1	AC had kindly produced a Powerpoint presentation for the meeting at 6.30 p.m. on 13.12.21 and the draft summary (‘15-minute read’) and full draft had been sent out to all Parish Councillors. EL was hoping to ensure that the audio-visual equipment was up and running. A notice regarding this meeting had been posted on the DPC website inviting the public to attend. It was hoped that the Parish Councillors would all be there as it was their document to approve. EL said he would ask Katy to remind them on Monday.	EL

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4.2	It was also agreed that AC would write to all those who had been involved in this process in the past, Peter, Sandra, Nick, Adrian, Harry and James, advising them of the meeting.	AC
4.3	A copy of the draft plan had also been sent to Rebecca at RBWM for her observations.	
4.4	<p>It was agreed to have the presentation first before any questions are asked and if possible EL would make a recording of the proceedings which hopefully can be put on the DPC website along with the Powerpoint presentation.</p> <p>EL suggested getting there for 6.00 p.m.</p>	All
5.	<p><u>Regulation 14 consultation preparations (CB)</u></p> <p>5.1 Documents: AC had circulated the following on 11.11.21:-</p> <ul style="list-style-type: none"> (a) Leaflet (b) Letter to Statutory Consultees (c) Reg. 14 Consultation Response Form (d) On-line response form <p>AC asked for any feedback before she forwards them to CB for his views in due course. AC agreed to email them out again to the SG.</p> <p>5.2 Venues: It was agreed to delay booking venues for next year.</p> <p>5.3 Consultees: MC/FC had emailed the list of consultees which others had added information to. MC/FC to take in changes and additions. AC said that we could still add to these in the coming weeks.</p>	<p>AC</p> <p>MC/FC</p>
6.	<p><u>Graphic Design</u></p> <p>At the meeting on the 24.11.21 with Steve Miller, Graphic Designer at Costa he was thanked for responding to our brief and sending in samples of work. AC advised him of the presentation to DPC on 13.12.21 when it was hoped to receive approval to continue to Regulation 14 Consultation. SM was very amiable and would fit in with proposed timeframe and involve us in the design as he went along.</p> <p>AC asked for a vote as to whether to appoint Steve. JSt proposed and MC seconded, all voted in favour. We agreed we would appoint him when we have consent from DPC to move to Reg 14. AC to write to Steve asking for his T&Cs in advance so all is ready when required.</p> <p>Providing SM agrees to take on the work, in due course AC will also write thanking Darren Mason for his interest.</p>	<p>AC</p> <p>AC</p>
7.	<p><u>Air Pollution</u></p> <p>FC had circulated the latest report from RBWM.</p> <p>EL advised of the new 'Office for Environmental Protection' being set up in Worcester which would be scrutinising details and investigating complaints. It was agreed that FC would send the report to DPC and ask what they were doing about this. AC asked who at DPC was looking after air quality. AC said</p>	FC

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	Allen Corcoran had set up a DPC Environment Awareness Group before he left. It was thought that this group needed to be pro-active.	
<p>8.</p> <p>8.1</p> <p>8.2</p> <p>8.3</p> <p>8.4</p> <p>8.5</p>	<p><u>AOB</u></p> <p>AC asked if anything had been done to clear up behind the scout hut and nursery where the dredged rubbish, mud, etc, from the ditch had been dumped. This was a health and safety issue. JSt. said not and EL agreed to take this up and get it sorted.</p> <p>It was pleasing to note that there is a tree-planting scheme going ahead at Churchmead. It was hoped that the planting would be done correctly and it was acknowledged that nurturing the whips/seedlings to maturity would be a demanding task.</p> <p>EL advised that RBWM had agreed to provide £200,000 to fix the barrel arch.</p> <p>The Windsor View Lakes planning application at the Local Wildlife Site had been approved even though DPC had objected. A long list of conditions had been attached.</p> <p>EL advised that the football club had applied for a drinks and entertainments licence. It was thought that there should be something in the lease as to whether or not this use would be permitted.</p>	<p>EL</p>
<p>9.</p>	<p><u>Date of Next Meeting</u></p> <p>Wednesday 12.1.22 @ 4.30 p.m.</p> <p>Further meetings – 9.2.22; 9.3.22</p>	