

Datchet Neighbourhood Plan Steering Group

Meeting Minutes

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| Date & Time | Wednesday 4th March 2020 4.30 – 6.40 p m. |
| Venue | Datchet Parish Council Offices |
| Attendees | Fiona Cryle, Marjorie Clasper, Alison Crampin, Jo Stickland and Ewan Larcombe |
| Secretary | Fiona Cryle |

| Agenda Item | | Action |
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| 1. | <u>Apologies for absence and announcements</u> Apologies received from Jane Simpson, David Buckley and Janet Kennish. | |
| 2. | <u>Minutes of Previous Meeting</u> Minutes of the 15th and 22nd January and 4th and 12th February 2020 approved as drafted. Matters arising 4th February: 2(a). Raise at next DPC meeting. 6. We will walk the area north of the M4 when the weather is better and then decide whether a Character Assessment is required. Date to be agreed. | FC |
| 3. | <u>Green and Blue Environment Document</u> Version 4, dated 2nd March 2020 approved by group. To go into DNP Google Drive archive and be sent to Chris Bowden for comment and advice. | AC |
| 4. | <u>Datchet Design Guide</u> FC, MC AC will attend this drop-in session in the Village Hall throughout and JSt. will come along after school. As EL is a Borough Councillor, and therefore has a vote on the eventual adoption of the Guide, he will not compromise his position by attending. FC and AC will hand out leaflets at the station on the 9th March to promote the guide. They and MC will then distribute leaflets and posters to the shops and other outlets to further promote. | FC,MC, AC, JSt FC,AC MC |

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| | <p>The Link, including DDG article, is being distributed around the village.</p> <p>AC will promote on Datchet Eye, on DNP Facebook page, and DNP website.</p> <p>We will offer tea and coffee on the 11th March. MC to organise.</p> <p>FC to ask Vicky Gibson to bring paper copies of response forms.</p> | <p>AC</p> <p>MC</p> <p>FC</p> |
| 5. | <p><u>RTS</u></p> <p>EL advised this once again appears to be in doubt due to RBWM’s budgetary problems. He is still trying to establish the exact position but the current budget and projections do not contain a capital funding item (£54m) only 450k per year plus 10m to deal with day to day actions.</p> | |
| 6. | <p><u>Character Assessments</u></p> <p>Montrose Avenue. Section 5. It was thought the terraced building on the north side was flats not maisonettes. The document was approved and can go onto the website.</p> <p>Commercial Assessment. It was decided not to extend the Commercial Character Assessment by including the Porsche Workshop unit in Montagu Road. Although the work it undertakes is like many of the operations behind Horton Road it is a much smaller operation and therefore not a contrast. This can also go on the website</p> <p>Penn Road. To go on website.</p> <p>Alison to add a note to say that these Character Assessments have not yet been subject to review by residents.</p> <p>Mill Place. FC to finalise her comments and agree with JSt.</p> <p>Horton Road. This will remain unchanged. It is already on the website.</p> | <p>AC</p> <p>FC</p> |
| 7. | <p><u>Next Policy Area</u></p> <p>It was agreed this would be Getting Around, Transport and Parking. As soon as the weather improves the group will walk the key movement routes. In Datchet these tend to be the main roads.</p> <p>We will analyse other NPs to see what they have included. People who reviewed NPs previously will check the same NPs for this subject.</p> | <p>All</p> |

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| 8. | <p><u>Tree Mapping</u></p> <p>We need to decide what we want to record and talk to Chris Bowden about what we can include.</p> | All |
| 9. | <p><u>Financial Report</u></p> <p>10 January 2020, Balance = £16,971.18. (Less £61.99 for DDG leaflets.) DPC is tracking DNP expenditure. FC to check what DNP Terms of Reference say to find out whether we need to keep separate finance records in DNP archive on Google Drive.</p> | FC |
| 10. | <p><u>Future Training and Consultancy Arrangements-Chris Bowden</u></p> <p>We need some further guidance from Chris. Arrange to meet preferably during school Easter holidays so between 3/4 and 20/4 if possible.</p> | |
| 11. | <p><u>DPC engagement</u></p> <p>DNP continues to send brief updates to DPC and will invite councillors to attend the Datchet Design Guide Drop-In Sessions at the March parish council meeting.</p> | FC |
| 12. | <p><u>Correspondence</u></p> <p>None. FC to check that JS is happy with the handover from Nick Goddard of the DNPSG e mail.</p> | FC |
| 13. | <p><u>AOB</u></p> <p>There is detailed information about Local Wildlife Sites available from the Thames Valley Environmental Records Centre. FC to chase the email to DPC/Katy Jones about this. EL to support request for report at DPC meeting in March.</p> <p>Google Drive. All our evidence is now being stored on this rather than drop box. Drop box will however be retained until we have established everything has been transferred over.</p> <p>Some DNPSG members said they did not know how to use Google Drive. AC advised that there are simple tutorials online.</p> <p>BLP – The inspector is willing to resume the examination in May. 14.</p> | FC |
| 14. | <p><u>Next Meeting</u></p> <p>8th April 2020.</p> | |

