

Agenda Item		Action
3.2	AC reported that the presentation to Datchet Parish Council on the 13 th December went well, with 8 parish councillors in attendance and that no fundamental issues or concerns were expressed and it was agreed to proceed to the Regulation 14 consultation.	
3.3	DPC website now has links to the DNP PPT presentation and Regulation 14 procedure and an audio recording of the meeting and Q&A session. This information is also on the DNP website. FC advised she had listened to it and the councillors' questions.	
3.4	Item 7 – Air Pollution – FC proceeding with this.	
3.5	Item 8.1 – JSt. thanked EL for his input into clearing the debris behind the scout hut as she had received notification that it is to be removed asap.	FC
4.	<u>Draft text including 7.50</u>	
4.1	Rebecca from RBWM had sent back her comments on the draft DNP before Christmas. We had researched answers to her questions and AC had forwarded our proposed revisions to CB. CB returned his comments on 6 January. He recommended that we add text to the appendix explaining how NDHAs were sourced. AC had done this. All agreed with the final changes.	
4.2	Further to DB's email correspondence, paragraph 7.50 (page 49) in the flooding section was discussed at length. AC had sourced answers to DB's concerns and had circulated these before the meeting in a document entitled 'The DNP and flooding infrastructure'. This outlined the scope and limited powers of an NP with respect to flooding, national infrastructure and insurance. EL's guidance was also sought. It was agreed to put 'Local flood defences are being considered' to remove any suggestion that there is an alternative to the RTS. All agreed with the proposed change. CB mentioned that this section might flush out comments from technical stakeholders.	
4.3	The Regulation 14 section at the front of the draft will be amended in line with CB's recommendations. See also Agenda Item 6.	AC
4.4	CB suggested that we might need to update 2.20 (page 9) about housing completions. It was thought there hadn't been any additional housing completions. AC will check with Garry Thornton when he makes contact.	AC
5.	<u>Graphic design</u>	
5.1	Steve Miller had just sent three mood boards for consideration and asked for our likes and dislikes. MC suggested that we have a Zoom meeting with him to discuss this. The colour coding of the Design Guide, with different colours for each section, was thought to be good. AC agreed to arrange a zoom with Steve. <i>[This is now at 4.30 p.m. on Wednesday 19th January]</i> . We will also discuss the schedule with Steve, knowing that he requires our input throughout and has asked for 6 weeks to complete the work.	All
6.	<u>Regulation 14 consultation preparation / list of statutory consultees</u>	
6.1	CB had made a few suggestions:	

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6.2	<ul style="list-style-type: none"> - Add closing time for consultation. 23.59pm was agreed. - Add more boxes on the consultation form. Remove the box about performance and the question on the overall opinion of the plan. Instead just ask for 'any other comments'. AC said it was good if the form could remain 2-sided A4 so we didn't need to staple forms. - If we offer the option for people to write a letter or email with comments, add a note to explain 'this information will be passed onto RBWM' so people are aware. - On the online form, have a box for each chapter - CB thought the leaflet looked 'really good' <p>The leaflet was discussed and all agreed an excellent leaflet. It was suggested that the background should be pale green to differentiate it from the other leaflets we have produced. The letter to statutory consultees, response form (paper and online) and consultation text in the draft DNP were discussed. AC to revise and email out again.</p>	AC
6.3	<p><u>List of non-statutory consultees</u></p> <p>MC's list of consultees (NDHAs, LGS, etc) had been circulated for comment. FC had drawn up a list of consultees from the project planner and had circulated this, asking for comment and contact information. MC and FC to bring the list together. We will then need to provide a simple list for the parish office to use for mailing or emailing consultees.</p>	MC/FC
7.	<p><u>Project Planner for Consultation Statement</u></p> <p>FC to update so we can write consultation statement with CB's help.</p>	FC
8.	<p><u>AOB</u></p> <p>8.1 EL advised that the BLP was still being held up by the Inspector and that there was no date for it to be presented to Council.</p> <p>8.2 EL had advised the Office for Environmental Protection of the errors relating to the RTS. AC said it was important that councillors do this as unfortunately national flooding infrastructure is beyond an NP's remit.</p> <p>8.3 Once we have spoken with SM we will need to revisit the schedule for the Regulation 14 process.</p> <p>8.4 All agreed to deliver the leaflets around the village by hand.</p> <p>8.5 All happy for AC to send SM the draft DNP to start work on. JSt. advised that he had been paid the first half of his fee.</p> <p>8.6 It was agreed to have hard copies of the plan when available in the Parish Office, the library and the Bridge (if they permit it). The draft would also be available on our website and, we hoped, on the DPC website.</p>	All AC
9.	<p><u>Date of Next Meeting</u></p> <p>Zoom meeting with Steve Miller 4.30 p.m. on 19.1.22. Additional design meetings to be scheduled as required.</p> <p>Next monthly Steering Group Meeting - Wednesday 9.2.22 @ 4.30 p.m. Further meetings - 9.3.22; 13.4.22; 11.5.22; 8.6.22</p>	

