

Datchet Neighbourhood Plan Steering Group

Meeting Minutes

Date & Time	Wednesday 4 th December 2019
Venue	Datchet Parish Council Office
Attendees	Fiona Cryle, Marjorie Clasper, Jane Simpson, Alison Crampin, Ewan Larcombe.
Secretary	Nick Goddard

Agenda Item		Action
1.	<u>Apologies for absence and announcements</u> Apologies received from Janet Kennish and Jo Stickland.	
2.	<u>Minutes and Matters Arising</u> The Minutes of the 30 th October 2019 Additional Meeting approved as amended and 13 th November 2019 meeting were approved. Many of the actions from the two meetings involved approaching Robert Paddison. Rather than address them piecemeal, Robert will be explicitly invited to the January or February 2020 meeting in addition to his standing invitation.	
3.	<u>Character Assessments</u> Industrial Character Assessment will be finalised by Alison once Fiona has commented on it. Montrose Avenue Character Assessment timing will be determined at the 15 th January meeting.	Fiona All
4.	<u>Estate Agents</u> Marjorie has not had a response from Oakwoods re a meeting despite having approached Elle Godfrey. We may have over complicated our approach. Marjorie and Fiona will approach the three Estate Agents with a refreshed approach spelling out the simple questions we have. For Oakwoods we will focus on Elle Godfrey.	Marjorie / Fiona

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5.	<p><u>Borough Local Plan</u></p> <p>Steering Group members will respond individually on RBWM latest BLP consultation generally but including the new proposal for a Datchet North Bypass.</p> <p>An update of RBWM air sustainability report has been published. The results for Carbon Monoxide pollution at Queens Road were high but under EU limits. The new tubes were not reported on as they were not in place for a full year. The Steering Group continues to be concerned about air pollution in general and is worried about particulate pollution which is not measured.</p> <p>Fiona reported that the RRAG group were monitoring air quality around the Borough including particulate pollution which is not monitored by RBWM with a view to commenting on it in their response to the revised BLP. The Steering Group agreed that it would be good if RRAG could devote some resources to looking at Air Quality in Datchet.</p> <p>Fiona will request that the Datchet Parish Council involves the public in formulating its response to the revised Emerging RBWM Local Plan. Little has been done by RBWM to publicise the changes to the plan.</p>	Fiona
6.	<p><u>Roadmap for Preparation of the DNP</u></p> <p>The January 2020 Steering Group Meeting will focus on preparing a roadmap for the DNP including: where we are; where we are going; external help required; and target dates.</p>	
7.	<p><u>Housing and Built Environment</u></p> <p>The Roadmap will set out how we take forward the work on Housing and the Built Environment.</p>	
8.	<p><u>Green and Blue Environment</u></p> <p>All Steering Group members need to read Alison's document issued on 14 November 2019. Let Alison know if you cannot find the document.</p>	All
9.	<p><u>Datchet Design Guide</u></p> <p>The draft Datchet Design Guide has received RBWM Cabinet approval. Consultation will take place for a six week period in the New Year with RBWM aiming to publish the final guide in April or May 2020.</p>	
10.	<p><u>Christmas Fayre</u></p> <p>The stall attracted plenty of interest with many interesting discussions. So far we have received around 20 responses to our questionnaire. Jo volunteered to type up the responses.</p>	Jo

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11.	<p><u>New Secretary</u></p> <p>Jane has volunteered to take over from Nick as Secretary. The Steering Group all thanked Nick for his contribution.</p>	
12.	<p><u>Future Training and Consultancy Arrangements</u></p> <p>This will be a key output from the Roadmap work.</p>	
13.	<p><u>DPC Engagement</u></p> <p>Fiona will update the next DPC meeting on item 5 above including the DNP's A4 summary of the Emerging Local Plan together with the Datchet Design Guide and the recent questionnaire.</p>	
14.	<p><u>Correspondence</u></p> <p>Nick has responded to an email enquiring into the status of the Churchmead development site by referring the enquirer to the Emerging Local Plan and the DPC Office.</p>	
15.	<p><u>AOB</u></p> <p>Fiona will talk to David Buckley about the DNP to see if he is interested in participating.</p> <p>Jo will arrange for a set of accounts to be presented to the February 2020 meeting.</p>	<p>Fiona</p> <p>Jo</p>
16.	<p><u>Date of Next Meeting</u></p> <p>4.30pm on 15th January 2020 at the DPC Office.</p>	