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|  Eye & Dunsden NDP Steering Group Meeting Minutes 25th March 2021 |  |  |  |
| **Attendees:** David Woodward, Richard Berkley, Ian Dick, Deborah Simmons, Nick Marks, John Plumer, Mandy Sermon, , Howard Crews.**Apologies/not present:** David Breeze, Suzanne Abraham / Robin Page John Grimes, John Spooner, Ian Pringle, Julie & Steve Nicolson, Peter Walton, Robbie & Sara Steward, Andrew Dunn.All members are requested to be ready to report back on their actions at the next meeting. |  |  |  |
|  | **MINUTES / ACTION POINTS** | **Who** | **Complete by** |  |  |
| 1. | **PREVIOUS MINUTES** – the minutes of the 25th February 2021 meeting were agreed and adopted. | SG/S-G Members |  |  |  |
| 2. | **ACTION POINTS****Funding**HC confirmed Liz Allen will be invoicing the balance of her due fee by the 31st March and that she will consider a further budget to cover off the finalisation of the Landscape Assessment (agreeing photographs and diagrams etc)MS circulated a copy of Bluestone’s recently received Invoice that ID and RB will review and discuss with Sharon Brentnall (SB).ID is to update and circulate the budget for the NDP work ready for the SG to consider the budget for 2021/22 and the forthcoming Locality Funding application to be made in in April. | Ian DRichard B Ian D | 31st March29th April |  |  |
| 3 | **MATTERS ARISING**DW advised that following a recent meeting with SB at Bluestone Planning, SB had recommended that the Parish conduct its own Housing Need survey as supporting evidence for the NDP. Guidance on undertaking a Housing Need survey is available at www.neighbourhoodplanning.org and SB had agreed to circulate some examples from other parishes. RB agreed to look into undertaking a Housing Need survey further.  | Richard B  | 29th April |  |  |
| 4. | **DRAFT PLANNING POLICIES** Copies of the draft proposed planning policies for the NDP (prepared by Bluestone Planning) had been previously circulated. DW explained that some concerns had been expressed about the policies having a presumption in favour of new development within the Parish. He noted that being on the edge of the densely urban area of Reading and retaining an essentially open rural character with 3 small settlements the E&D Parish is quite unique. The evidence base gathered so far demonstrated that some very small scale development could be permissible but recommended that the emphasis of the NDP should be about protecting the Parish’s existing character and landscape.DW, DB, SA & HC met with SB to discuss the draft policies on the 18/03/2021 and it was agreed the main task of the NDP should be to amplify the planning policy set out in SODC’s newly adopted Local Plan, and to provide more detailed local parish level planning and guidance that fits within the strategy and policies of both SODC’s Local Plan and the Government’s National Planning Policies Framework.HC explained that this emphasis for the plan will still enable items such as design codes (to give guidance for any future development proposals), designating local green spaces, encouraging ‘green gaps,’ ‘quiet lanes,’ and the preservation and improvement of footpaths, bridleways (to promote better connectivity and accessibility across the Parish) to be considered as well as addressing environmental and flooding issuesThe SG supported the proposed emphasis and SB has been instructed to prepare a new set of policies reflecting this emphasis that will be circulated to all SG/S-G members once available. Discussion of these policies will form the basis of the April meeting. | SG/S-G Members to note |  |  |  |
| 5. | **NDP WORKING SUB-GROUPS****a) Flooding, Ecology & Sustainability.**NM confirmed the S-G had met on the 23rd March and commented:1. TVERC are going to be instructed to complete a desktop Green Corridors study that should be reviewed by the Infrastructure S-G also as this will include footpaths and bridleways. A workshop will take place with TVERC to discuss & complete the study. Local “experts” will be invited to participate. Date & attendance to be confirmed.
2. Savills (on behalf of the Phillimore Estate) have offered to provide an update on their ongoing conservation work in the Parish.
3. Some local bird watching information had been received for the last year where 8 ‘red listed’ species had been identified in the lakes area. The intention is for this information to be used to support a designation application with TVERC (who may require 5 years’ worth of data on species) to assist in the decision. This should increase the chances of registering the Sonning Eye lake as a local wildlife site
4. The S-G are to consider instructing BBOWT to complete a study of the Parish’s ecological habitats and species. A full Parish survey would cost approximately £8,000 but there is an option to choose 2 or 3 hot spots to be surveyed instead for £2,500. Further discussion needs to take place regarding which sites would merit inclusion this survey to support the agreed NDP emphasis. .
5. DS explained that she has been attending the ‘Citizens Jury’ managed by Involve on behalf of the Environmental Agency. Recommendations regarding issues to do with the local river system, including the River Thames, & the EA approach are due to be made shortly.

The next S-G meeting TBC **b) Settlement .**DW explained the S-G met on the 08/03/2021 to review the first draft of the Settlement Character Assessment. Comments had been sent to Bluestone Planning and DW is to chase up SB for the 2nd draft of the Assessment. The Lakes section of the draft Assessment is also outstanding.DW asked all SG/S-G members to try and visit all parts of the Parish in the next 2 to 3 weeks and take pictures of buildings, landscape and features that are of interest for the heritage assets register. DW explained the recently published NDP newsletter has asked residents and businesses to upload pictures also on to the NDP Facebook page.The next S-G meeting TBC after the revised draft Settlement Character Assessment has been received and circulated to the S-G**c) Landscape.**HC reported that the S-G had jointly met with the Settlement S-G to review the draft planning policies on the 15/03/2021 HC and Liz Allen met on the 24/03/2021 and what he hoped was the final draft wording of the Landscape Assessment incorporating the S-G’s amendments had just been received prior to the meeting. HC undertook to cross check the document and circulate the draft to all SG/S-G members for their information and comment. It is hoped the revised diagrams will be finalised in approximately 4 weeks’ time. Whilst no present urgency the S-G need to agree which photographs in the Assessment need updating.DW enquired if the dense woodland on Mill Island is specifically mentioned in the Landscape Assessment as he felt it is an important view from the Sonning Eye Conservation Area. HC undertook to check and raise Mill Island with Liz Allen if required. The next S-G meeting TBC **d) Infrastructure.** RB explained that the Infrastructure S-G objectives had been redrafted with a focus on the deficiencies of the footpaths, tracks and bridleways in the Parish. RB went on that he had tried to speak to Poppy Martin (Savills Bath) who acts for Tarmac at the lakes to commence a dialogue regarding improved access to the Lakes area. DW suggested Tarmac’s Head of Estates Management may well be worth contacting also. RB is also trying to contact Savills Oxford to discuss the improving public access with the Phillimore Estate. The next S-G meeting TBC **e) Community Engagement, Press & PR.**DS confirmed the second NDP monthly newsletter had been sent out to residents via e-mail and post and thanked ID, DW and MS for their assistance. DS confirmed that DW had also put up poster versions of the newsletter in the Parish’s 3 villages and that a poster campaign would start week commencing 6th April encouraging residents and businesses to share their thoughts on any special features of the Parish which will then be included in the Settlement Character Assessment. DS had forwarded the draft engagement programme to SB and the NDP team at SODC who both confirmed they were happy with it as drafted. DS will discuss with SB on 1st April and SODC have offered DS to contact their community engagement team to check on ‘best practice’ (including Regulation 14). DS reminded HC and RB that Landscape and Infrastructure were the topics for the April and May Newsletters and also that a ‘self-walks’ campaign will start in June to encourage residents to explore the Parish more. The social media campaign will continue.The next S-G meeting is on Tuesday 13th April at 5pm | Nick MDavid W Nick M All SG/S-G Members David WHoward C Howard C Howard C Richard B Richard B Deborah S David W | 29th April29th April29th April 29th April6th April |  |  |
| 6. | **Next Steps / AOB**a) DW explained the parish council was contacting the Open Spaces Society regarding the OCC Notice of ‘landowner deposits’ to get some further advice on the procedure. DS will be contacting the Ramblers Association also. b) DW has been made aware of the Inspector’s comments for the Kidmore End NDP and will circulate a summary review of them as there could be some implications for the E&D NDP.c) RB confirmed he is still to write to Adrian Duffield (Chief Planning Officer SODC) concerning the operation of the swimming park at the Lakes.d) DW explained that Binfield Heath are in the early planning stages of creating an NDP for the Parish and that HC had agreed to speak with their lead Dr Robert Davis to share E&D progress to date. | David WDeborah SDavid W Richard B  | 29th April29th AprilASAP |  |  |
| 7. | **Next Meeting: Thursday 29th April 5pm via ZOOM. Joining details to follow.****The next SG meeting will be focussed on reviewing the revised draft planning policies that will be circulated once received from Bluestone Planning.** | All SG/S-G Members | 29th April |  |  |