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| Eye & Dunsden NDP Steering Group Meeting Minutes 29th September 2021 |  |  |  |
| **Attendees:** David Woodward, Richard Berkley, Ian Dick, Deborah Simmons, David Breeze, John Plumer, Suzanne Abraham, Nick Marks, Mandy Sermon, Howard Crews.**Apologies :** Robin Page. 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 23rd August 2021 meeting were agreed and adopted. | SG/S-G Members |  |  |  |
| 3. | **ACTION POINTS****Funding**ID explained that he and DW had been working on the Locality Grant Application.The current draft budget is £17,976 as detailed below: Landscape £ 1,500 Planning £ 6,297 Environment £ 3,459  Community £ 1,720 Transport £ 5,000  Total £17,976RB explained he was chasing Origin (transport consultants) for a copy of their quote to be included in the funding application. ID explained the Locality Grant application would be for £18,000. There is currently £3,167 outstanding from the 2020/2021 budget (net of Liz Allen’s fee of £600 ref 03/EDP/2020). ID and DW hope to submit the Locality Grant application within the next 10 days  | Richard B Ian DDavid W | ASAP8th October |  |  |
| 4. | **MATTERS ARISING**SA queried the status of the various restoration S106 Agreements Tarmac had entered into to restore former gravel extraction areas. It was decided that a review of all the S106 Agreements should be made with a brief summary of the key points to be provided.SA and RB agreed to work together to provide the review. | Suzanne ARichard B  | 25th October |  |  |
| 5. | **HOUSING NEED SURVEY** JP explained that following advice from SODC (Nina Merritt), he felt that a Housing Needs Assessment would be inappropriate in such a rural parish with so few households. JP explained such assessments are normally used to determine the type and location of housing designated for the parish by a higher authority.The SG agreed and that the ‘Housing Survey’ published a head of the 30th August community engagement event will serve to indicate the desires of the parish with respect to housing and should contribute to the development of the Housing Policy for the NDP. |  |  |  |  |
| 6. | **DRAFT PLANNING POLICIES** 1. DW circulated V3 of the draft policies that he had recently received from Bluestone Planning and asked all members of the SG to review them carefully.
2. HC suggested a policy review meeting is diarised and it was agreed a meeting will be held on the **18th October at 18:00hrs on Zoom**. Joining details to follow. SG members who cannot attend the meeting should circulate their comments to the SG beforehand.
 | SG Members note | 18th October |  |  |
| 7. | **NDP WORKING SUB-GROUPS****a) Flooding, Ecology & Sustainability**1. DS reminded the SG that Preliminary Ecological Assessment had been completed by Future Watch on the 19th August. Nick Izard (the surveyor completing the Assessment) has returned from leave and it is expected the Assessment reports will be issued by the 8th October.
2. The Ecology Assessment as promised by Mathew Driver was still outstanding from Tarmac. tDS offered to chase up.
3. DW explained that unfortunately the Green Corridor Study initiation workshop that was meant to be held on the 1st September 2021 had to be cancelled as the co-ordinator had been signed off work for medical reasons.

DW will follow up with TVERC to get a new date for the workshop to be held.**b) Settlement** 1. DW reminded the SG that progress of the Settlement Character Assessment was dependent on getting the policies settled and agreed as elements were interlinked with the Assessment.

**c) Landscape**1. HC explained the 9th version of the Landscape Character Assessment(LCA) had been circulated to all SG and S-G members for comment. HC went on that feedback from the community engagement event was positive and was not aware of any negative comments on the approach the SG are taking to promote and protect the Parishes landscape.
2. HC noted the findings of the Preliminary Ecology Assessment will be issued shortly and shall be considered by Liz Allen to seek further evidence for making the Parish a valued landscape.

**d) Infrastructure**1. RB confirmed the PC had instructed transport consultants Origin ([www.origin-consultants.com](http://www.origin-consultants.com)). Principal Consultant Sarah Halsey will be dealing with the transportation study of the Parish that will consider Quiet Lanes, footpath/bridal way connectivity, pedestrian and cycle safety and the impact of the 3rd river crossing will have on the Parish. Origin are aiming to provide an initial study by the end of October.
2. Origin are due to inspect the Parish next week and RB will attend. HC offered to attend the inspection also.

**e) Community Engagement, Press & PR** **Community Event - 30th August**1. DW thanked DS and all of the SG members who put a lot of time and effort in to making the NDP’s first community engagement the success that it was.
2. DS explained that approximately 50 people attended the Event, some of whom were not resident in the Parish. It was encouraging to see attendees staying for quite a while, engaging in the process, and socialising with each other and the SG members. There was very positive feedback on the work completed to date in developing the NDP and the display boards were very well received.
3. DS went on that 30 questionnaires had been completed so far that represented 20% of the households though stressed more than one person in the same household may have completed a questionnaire. DS went on that in May 2020 the household questionnaire had got 54 responses that equated to 36% of the households in the parish. Historically 20% is the National Average for responses to be considered “good”.
4. DS stated that the deadline for completing the online questionnaire has been extended to the 8th October and urged SG members to remind their neighbours that the survey is still available and we need to get as many responses as possible. DS will follow up with the social media channels.
5. DS had previously circulated the first analysis of the questionnaire responses received so far. SG members thanked DS for the very comprehensive and informative document. Discussion about some of the findings ensued.DS agreed to complete the analysis focusing also on the percentages/statistics resulting from the questionnaire responses.
6. It was agreed HC will send an updated version of the findings document after the 8th October deadline has passed to Bluestone Planning to review the findings and refine the draft policies to take account of the findings where necessary ahead of the policy review meeting on the 18th October.

  **Meet the Businesses - 14th September**1. DS explained that DW, RB, NM, HC and herself attended a Zoom meeting to engage with businesses in the Parish on the 14th September. Disappointingly and despite direct invitations being made only 3 businesses joined the meeting, 2 of whom represented the largest landowners in the Parish. The attendees were:

Matthew Driver – TarmacAlice Jenkins – Foundations Communications on behalf of TarmacAdrian Beales – Savills on behalf of the Phillimore EstateWendy Oxlade – Shoulder of Mutton PH.1. During the meeting DW gave a presentation outlining the purpose of NDP’s and outlined all the work that has been completed to date and the work that is still outstanding ahead of the formal public consultation taking place and the timeline as the NDP emerges.
2. General discussion continued among the attendees, all keen to engage in the NDP process. Tarmac confirmed that they were instructing planning advisers Stantec to prepare a response to the public consultation questionnaire.
3. It was agreed a follow up meeting will be arranged at an appropriate time.
 | S-G MembersDeborah S David W SG/S-G Members NoteHoward CRichard B Richard BHoward C SG Members NoteHoward CDeborah S | 8th OctoberASAPASAPASAP31st October w/c 3rd October8th Octoberw/c 10th OctoberTBC |  |  |
| 8. | **E&D Schedule of Community Facilities**HC asked SA to update and circulate the Schedule as Bluestone Planning have asked to see it.  | Suzanne A | ASAP |  |  |
| 9. | **Next Steps / AOB** DS confirmed the next walk will be around Sonning Eye hosted by NM and DW on the 2nd October at 10.30am . | SG/S-G Members  | 2nd October |  |  |
| 10. | **Next Meetings:****Policy Review Meeting: Monday 18th October at 6pm on Zoom****Steering Group: Monday 25th October at 7pm at Eyot House, Sonning Eye.** | All SG/S-G Members All SG/S-G Members | 18th October25th October |  |  |