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| Eye & Dunsden NDP Steering Group Meeting Minutes 25th October 2021 | | | |  | |  | |  |
| **Attendees:** Richard Berkley (acting chair) , Ian Dick, Deborah Simmons, David Breeze, John Plumer, Nick Marks, Mandy Sermon, Howard Crews.  **Apologies :** David Woodward, Suzanne Abraham, 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 29th September 2021 meeting were agreed and adopted. | SG/S-G Members |  | |  | |  | |
| 2. | **ACTION POINTS**  **Funding**  HC explained that he along with members of the SG understood that the Locality Funding Grant was an annual grant. Unfortunately it has only come to light recently that the £18,000 grant previously secured was for the entire NDP process. To date £9,956 of the Locality grant had been drawn down leaving a balance of £8,013 to be applied for, for 2022.  HC referred to a finance meeting held with ID, MS, RB, DW and himself on the 18th October 2021 and the subsequent NDP Accounts and Budget to 5th April 2022 document that has been circulated to all SG members. HC went on that the Parish Council are likely to approve a £5,000 Grant in November 2021 and MS confirmed that any VAT recoverable from fees paid can be added to the NDP revenue account.  HC and ID talked through the 2022 budget that totals £22,406 and is made up as follows:  Landscape £ 1,500 Budget  Planning £ 6,297 Committed  Biodiversity Appraisal £ 3,459 Committed  Green Gap Study £ 580 Budget  Community £ 3,950 Committed  Transport £ 5,000 Budget  Print & Publicity £ 2,000 Budget  Newsletter costs £ 200 Budget  Total £22,406  SG members discussed the budget that would, as drafted, create a revenue deficit of  -£4,648.14. However it was considered that the costs associated with transport, landscape, planning and publicity could be reduced with careful management (utilisation of publicly available information and reduced workstreams) and as we were already halfway through the year some of the 2022 budget will rollover in to 2023 where there would be the possibility to apply to the Parish Council for a further Grant.  Members agreed to adopt the budget as presented but sub-group chairs were charged with looking to seek reductions in the budget where possible.  ID was asked to submit the Locality Grant application for the balance of the previously approved grant to be distributed. | SG/S-G Members Note  Ian D | ASAP | |  | |  | |
| 3. | **MATTERS ARISING**  As a result of comments received through the community event, DS raised a question as to the purpose of the emerging NDP’s Local Green Space (LGS) strategy. DB commented that LGS designation is explained in the NPPF and requires the proposed LGS to be demonstrably special to a local community and hold a particular local significance, for example because of its beauty, historic significance, recreational value (including as a playing field), tranquillity or richness of its wildlife.  DB went on that Bluestone Planning has provided a helpful scoring metric for each of the areas suggested as possible LGS . However it is very complicated and it would help if it could be explained to us in detail so that the appropriate Sub-G’s can consider each candidate for being a possible LGS carefully. It was agreed that this topic would be included in the next meeting with SB/Bluestone | SG Members Note | 29th November | |  | |  | |
| 4. | **S106 RESTORATION AGREEMENTS**  RB explained he had been waiting for the planning officers report for the north lake planning application to be published as this provided a good summary of the history of the restoration of the gravel pits in the area. RB went on that he and SA will produce a summary of the terms of the S106 Agreements applicable to the restoration of the gravel extraction works at least in draft for the next SG Meeting. | Suzanne A  Richard B | 22nd November | |  | |  | |
| 5. | **HOUSING SURVEY**  JP circulated a summary of the 10 responses that had been received from the housing survey and explained that it was possible to interpret such a poor response from 150 households (<10%) and comments received that a small number of new housing was not a big issue in the parish but, given the further responses from residents to the questions raised in the questionnaire, a housing policy is still required but only for providing control of items such as design, environment, impact etc.  The SG agreed that no further work was required on this and that the summary document should be forwarded to Bluestone Planning for comment. HC suggested that JP adds how the survey was made available to the members of the parish in the text of the summary before JP sends it to Bluestone Planning. | John P | ASAP | |  | |  | |
| 6. | **DRAFT PLANNING POLICIES**  HC reported that regrettably the policy review meeting to be held on the 18th October 2021 had to be postponed. HC proposed this meeting should be rescheduled for 6pm on the 11th November at the Village Hall. HC was aware DW was able to attend and he will ask Sharon Brentnall of Bluestone Planning to attend the meeting also.  SG members agreed to the rescheduled meeting date but asked that the agenda is widened to include further discussion on the NDP’s approach to Local Green Spaces (as above) and comment on the representations received on the proposed settlement limit plans from the community event questionnaires including the four recently received. .  HC undertook to circulate V3 of the draft policies to SG members that Bluestone had updated to reflect feedback received following the comments received the community engagement event questionnaires.  **Post meeting note: The policy review meeting is now confirmed for the 11th November at 6pm in the Palmer Room at the Village Hall. Sharon Brentnall will be attending.** | Howard C  **SG Members Note** | ASAP  **11th November** | |  | |  | |
| 7. | **NDP WORKING SUB-GROUPS**  **a) Flooding, Ecology & Sustainability**   1. DS explained that the results of the Preliminary Ecological Assessment had been received from Future Watch following their survey that took place on the 19th August 2021. DS suggested that the S-G meet in advance of the next SG meeting to review the survey findings so they can be circulated for discussion. NM agreed to provide a summary of the reports for circulation. 2. A brief discussion was had about TVERC’s Green Corridor Study. RB asked the S-G to try and make progress with this Study particularly as TVERC had personnel issues to complete the study. DS agreed to investigate what Shiplake and Kidmore End did to see if the Study can be completed ‘in house’ using publicly available information.   **b) Settlement**   1. HC explained 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 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 explained that he had not yet instructed Origin transport consultants and that he had only just received their estimate of £10,500 to advise the SG on transport/infrastructure and connectivity matters. In light of the recent funding issue and feedback from Bluestone Planning on the level of evidence the NDP requires it is likely the SG members will conclude the scope for Origin is too wide and may be straying into parish council issues more so than meeting requirements of the emerging NDP. 2. RB will circulate the Origins estimate for SG members to review and identify what aspects they feel are required for the NDP.   **e) Community Engagement, Press & PR**   1. DS confirmed that some initial analysis had been done on the responses to the community event Questionnaire which she shared with the group. Further analysis would be done and an accessible copy of the report would be circulated as soon as possible. 2. Comments given since the initial consultation (both from businesses and residents) were also being recorded and would be circulated for discussion. 3. DS asked the group's view on not producing a newsletter this month due to holidays etc but resuming next month. This was agreed and DS confirmed that she would publicise this via social media/email. 4. DS said that she will review the current community engagement programme to identify activities/deadlines etc and report back to the group next month. | Deborah S  Nick M  Deborah S  SG Members Note  SG Members Note  Richard B /  SG Members  Deborah S  Deborah S  SG Members Note  Deborah S | 22nd November  ASAP  29th November  ASAP  29th November  29th November | |  | |  | |
| 8.. | **E&D Schedule of Community Facilities**  HC will ask SA to update and circulate the Schedule as Bluestone Planning have asked to see it. | Suzanne A | ASAP | |  | |  | |
| 9. | **Next Steps / AOB**  Nothing to report |  |  | |  | |  | |
| 10. | **Next Meetings:**  **Policy Review Meeting: Monday 11th November at 6pm at the Village Hall**  **Steering Group: Monday 29th November at 7pm at Eyot House Sonning Eye.** | All SG/S-G Members  All SG/S-G Members | 11th November  29th November | |  | |  | |