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| Eye & Dunsden NDP Steering Group Meeting Minutes  20th March 2023 | | | |
| **Attendees:** John Plumer (Chair)David Woodward, Deborah Simmons, Nick Marks, Ian Dick, Suzanne Abrahams, Howard Crews. By Zoom: David Breeze, Richard Berkeley.  **Apologies:** Mandy Sermon .  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 7th November 2022 were agreed and adopted. | SG/S-G Members |  |
| 2. | **STEERING GROUP MANAGEMERNT**  Owing to other community/work commitments DW and RB have agreed to step down as Chairman and Vice Chairman of the SG and DW welcomed JP as Chairman of the Group to coordinate the delivery of the NDP. DW agreed to become Vice Chairman of the Group. DS agreed to amend the Terms of Reference of the SG and HC explained that as we move forward the roles of the SG members will change to deliver the draft plan to Referendum. The Group thanked DW and RB for their contribution to the NDP to date and the Parish Council’s continued support and welcomed JP as the new Chairman of the SG and DW as Vice Chairman. | SG Members Note |  |
| 3i.. | **ACTION POINTS**   |  | | --- | | **Funding** JP explained that he has asked SB to prepare a reconciliation of fees paid to date against Quote no 156 dated 29th June 2021 and redated 4th October 2021. SB had advised that approximately £2500+vat of the original order value remains to be spent by Bluestone through to the Regulation 16 Consultation which is inconsistent with the SG’s records. JP went on that this sum excluded any additional work such as preparing consultation/equalities and basic conditions statements required for the statutory consultations and any review of the Examiners initial and final reports that SB thought would be approximately 5 ½ days’ work.  It was agreed that once the reconciliation had been received from Bluestone the finalised Action Plan (see below) must be costed, and a new SG budget for 2023/24 needed to be prepared and additional grant funding needed to be considered from the Parish Council, National Lottery Communities Fund, and Locality.  ID confirmed that the NDP accounts currently had a balance of approximately £7,500 | | John P  Ian D  SG Leads | ASAP |
| 3ii. | **MEETING WITH BLUESTONE PLANNING**  JP confirmed that he and HC met with SB at Bluestone’s offices on the 14th March 2023 to review the status of the NDP Project and agree the next steps. A copy of the revised draft NDP was handed to SB who endorsed the revised format and agreed to review the document and simplify and reduce its content further where necessary. It was agreed Bluestone will complete this exercise by 30th April 2023 at the latest, It was also discussed and agreed that Bluestone and the SG must conclude the various assessments/reports and appraisals which form the evidence base for the NDP that are required for submission to SODC and to commence Regulation 14 Consultation. | SG Members Note |  |
| 4. | **NDP REVIEW GROUP**  HC reminded members that following the NDP review meeting on the 18th July, version 3.7 of the NDP had been received from Bluestone on the 12th of September after they received initial comments from SG Members. At the NDP review meeting held on the 10th October it was agreed an NDP Review Sub-Group would be created to take editorial responsibility of the draft plan that would comprise DW, DB, JP and HC. HC went on that the Review Group had met on the 24th/31st October 7th/28th November and the 5th/12th/19th December to review the structure and content of the draft NDP.  JP explained that SA had kindly spent some considerable time reformatting the document and the Group thanked SA for her efforts to date. | SG Members Note |  |
| 5. | **DRAFT ACTION PLAN**  HC explained he and DS had prepared a draft Action Plan that had been chatted through with SB and that SODC had given some initial comments. The purpose of the Action Plan is to focus the SG on the consultation processes with a possible timescale to deliver the NDP (following two formal public consultations and the Examiner’s report and a Referendum). HC explained the dates will inevitably slip as we are beholden to SODC and the Examiners availability and efficiency to run the course of the process to the Referendum. HC also explained the comments made by the Examiner will probably be supported by SODC and there is no scope to challenge or modify the Examiners final report. HC asked that SG members review the draft Action Plan and think through the various processes that have to be progressed as the NDP emerges and to provide any comments on the Action Plan to HC by  **3rd April 2023**. | All SG Members | 3rd April |
| 6.. | **NON DESIGNATED HERITAGE ASSET REGISTER (NDHAR)**  The draft NDHAR had been previously circulated and HC asked members to review the document and advise him of any additions or comments by the **3rd April 2023**. | All SG Members | 3rd April |
| 7. | **LOCAL GREEN SPACES REPORT (LGS)**  HC advised the SG that SB had received DS’s email of the 1st August 2022, the contents of which was being actioned. DW was asked to send a plan to DS showing Mill Island and the Poplar Woods Thames Bank in Sonning Eye for assessment of these areas by Bluestone and possible subsequent inclusion. NM raised queries on SE5 and SE6 and reminded the Group that ‘Pauline’s Field’ currently is designated agricultural land. NM also welcomed part of the garden of Dunsden Lodge being designated an LGS. DS noted these comments and asked for any further comments on the LGS report to be sent to DS by the **3rd April 2023.** | David W  All SG Members | ASAP  3rd April |
| 8. | **GREEN CORRIDOR STUDY**  NM agreed to take responsibility for this document and would undertake a review of the current status, any comments received (including those from TVERC) and finalise the study ready for the forthcoming public consultations. | Nick M | ASAP |
| 9. | **COMMUNITY ASPIRATIONS LIST**  HC presented an extract of all the current Community Aspirations currently contained in the draft NDP and asked SG members to review the list and submit any comments or additional ‘Aspirations’ to him by the **3rd April 2023**. The following additions were agreed:   1. Removal of street lighting along the A4155 between Playhatch roundabout and the Boundary traffic lights. 2. The introduction of traffic calming measures along the A4155 between the Playhatch Roundabout and Boundary traffic lights to dissuade speeding/racing along this stretch of road. 3. Dunsden Green to become a 20mph along with Sonning Eye and Playhatch. 4. Dunsden Green to be considered for becoming a Conservation Area. 5. The cessation of gravel extraction within the Parish to alleviate the burden of such activities on the environment and the settlement of Sonning Eye | All SG Members | 3rd April 2023 |
| 10. | **COMMUNITY ENGAGEMENT**  DS stated that the Community Engagement Plan will be drafted to support the Action Plan (once confirmed) to support the various stages of each process. DS will draft a newsletter to update the Parish on the progress of the draft NDP for DW to make ready for circulation by 8/9th April. | Deborah S | 27th March |
| 11. | **PARISH COUNCIL UPDATE**  DW reported:   1. A planning application has been submitted for vehicular charging points at Playhatch Garden Centre. 2. After 3 years, SODC enforcement team have confirmed the landscaping at Dene Close in Playhatch is in breach of planning control however, they consider the variations are not expedient enough for the Council to pursue enforcement action and the investigation has been closed. HC queried the highway safety issue and undertook to contact SODC on that point. 3. SODC have served enforcement notices on Tarmac and Cosmonaut Leisure for the ongoing use of the North Lake for open swimming. Cosmonaut are preparing a third planning application that may be a tactical move to delay the progress enforcement action. A public consultation for the new planning application was recently postponed at short notice Cosmonaut Leisure. DW went on that the PC through Cllr Bartholomew had written to TARMAC concerning their intentions for the North Lake in light of the pending enforcement action. | SG Members Note |  |
| 12. | **AOB**  Nothing to Report |  |  |
| 13. | **Next Meetings:**  **Provisionally: Steering Group: Monday 17th April 5th 19:15hrs on Zoom.**  Future meetings to note: Monday 15th May at 7pm; Monday 12th June at 7pm | **SG Members** | **17th April** |