

Eye & Dunsden NDP Steering Group Meeting Minutes 23rd October 2023

Attendees: John Plumer (Chair), David Breeze, Deborah Simmons, Nick Marks, Howard Crews. By Zoom: Ian Dick.

Apologies: David Woodward, Suzanne Abrahams, Richard Berkeley, Mandy Sermon.

All members are requested to be ready to report back on their actions at the earliest opportunity.

	MINUTES / ACTION POINTS	Who	Complete by
1.	PREVIOUS MINUTES – The Minutes of the 14 th August 2023 meeting were agreed and adopted.	All to Note	
2.	FUNDING As previously discussed JP explained that it is not possible to draft a 'budget to complete' the NDP process until fee discussions with Bluestone Planning are concluded and the community engagement production costs (design, printing, website costs) for the forthcoming Regulation 14 Consultation are known. Bluestone had recently issued a fee invoice that JP will not process until a fee reconciliation to budget is supplied by Bluestone. JP further explained that he will liaise with DW about the community engagement production costs and also the possible availability of further funding through the PC.	John P David W Ian D Mandy S	ASAP
3.	NDP PROGRESS 1. JP confirmed that he had spoken to Sharon de Bru at Bluestone Planning and asked her to review the September 2023 version of the NDP against the SG Review Group version (dated 26/06/23) previously submitted. HC explained that he has reviewed the September version of the NDP and supplied comments to JP who had reviewed them and added further amendments. It was agreed HC/JP comments are submitted to Bluestone so a comprehensive review of the September version can be completed by them and to expedite the process. JP undertook to submit this version to Bluestone and went on that he expects the next version of the draft NDP will be the version ready to be published as part of the Regulation 14 Consultation. 2. JP agreed to send the latest draft Character Assessment to Bluestone Planning for review following comments made by SG members and will finalise the Environmental and Biodiversity consolidation document with DW on his return. 3. JP suggested HC and he meet to finalise the Community Aspirations summary document shortly. 4. Members agreed there was sufficient infrastructure evidence in the draft NDP and that no further information or evidence will be required at this stage.	All to Note John P David W John P Howard C All to note	ASAP
4.	REGULATION 14 PREPARATION 1. JP stated that he and DW had met and revised the draft leaflet following comments received from DS and HC. Subject to confirming the Regulation 14 dates (see below) and some minor adjustments the draft leaflet was finalised. 2. JP went on that he had reviewed the privacy statement and issued it to DW to go on the Parish website. 3. The Regulation 14 Consultation feedback form was discussed and DS agreed to complete the amendments (reduce to 2 pages, clarify return process, dates) and recirculate the form to SG members and commented that DW could consider adding some Parish/NDP branding to the form. 4. DS talked members through the current version of the consultees database and asked HC and JP to review the data held for Playhatch and Dunsden respectively (see DS email of the 29 th August). 5. JP confirmed that the draft NDP, supporting evidence documents and comment forms will be made available online at the Parish website and in addition for the public to view at The Mill - Sonning, The Crown – Playhatch and Loddon Brewery – Dunsden. It was agreed that comment forms need to be printed off for the above locations, and when complete sent to the Clerk of the Parish Council by post or submitted online, and not left at these locations for privacy and security reasons. JP wants to consider this process further particularly having sealed boxes at the public locations for comment forms to be posted	All to Note Deborah S David W John P Howard C	ASAP ASAP
5.	REGULATION 14 TIMING A general discussion was had regarding the timing for the Regulation 14 Consultation and it was agreed to progress the process as follows: <ul style="list-style-type: none"> • <u>17th November</u> – finalise the NDP document and supporting evidence documents and have 3 sets printed. • <u>Weekend of the 24th November</u> - posters put up and leaflets delivered by hand to households and businesses within the Parish. • <u>1 December 2023</u> – Regulation 14 Consultation starts. • <u>12 January 2024</u> - Regulation 14 Consultation ends. It was agreed that JP would send the draft leaflet to Ricardo Rios at SODC for his comment and to check SODC are happy with the proposed timeline for the Regulation 14 Consultation.	John P	ASAP
6.	AOB HC asked if DW had contacted Robert Davies at Binfield Heath PC to see if they would share any representations made by the Phillimore Estate during BH's Regulation 14 Consultation?	David W	3 rd November
7.	Next Meeting: Provisionally Monday 13th November 7pm at Dunsden Village Hall	SG Members Note	TBC