

ST. NICHOLAS HURST PARISH COUNCIL

MINUTES OF THE MEETING OF THE HURST NEIGHBOURHOOD PLAN
WORKING GROUP
HELD IN THE COMMITTEE ROOM, SCHOOL ROAD, HURST
ON WEDNESDAY 26TH SEPTEMBER 2018 at 7.30p.m.

PRESENT: Councillor Wayne Smith (Chairman, St Nicholas Hurst PC).

Howard Larkin, Penny Curry, Lou Robinson, John Edwards, Brian Thomas and Duncan Kendall.

Liz Alexander (Bell Cornwell).

APOLOGIES: Gemma Moore, David Boyd, Mac Stephenson, Ruth Graesser and Thomas Stephens.

OFFICERS: Mrs. M. Bradshaw (Clerk).

0047 Apologies for Absence

Apologies for absence were received from Gemma Moore, David Boyd, Mac Stephenson, Ruth Graesser and Thomas Stephens.

0048 Prejudicial Interests

There were none to declare.

0049 Matters arising from previous meeting

It was noted that the Chairman had received a response regarding paragraphs 65 and 66 of the NPPF. LA agreed, however, to contact Ian Bellinger at Wokingham Borough Council (WBC) for further clarification.

RESOLVED: LA to contact Ian Bellinger for clarification regarding paragraphs 65 and 66 of the NPPF.

Chairman's Initials

0050 Progress updates from the Working Group

The Chairman confirmed that a list had now been compiled of all the businesses and landowners known to be within Hurst. For the purposes of ensuring compliance with GDPR, landowners and their agents have been contacted by WBC on the Working Group's behalf inviting them to the planned drop in session to be held on the 25th October 2018. The Clerk will contact directly all businesses inviting them to the same session. LR explained the criteria which had been used to select the businesses and confirmed that any which had been excluded (e.g. they are registered within Hurst but trade outside of the Parish) had been recorded. LA confirmed that this was a sensible approach and ensured that as many had been captured as possible. For those businesses where e-mail addresses could not be gained, a letter would be posted or hand delivered to them.

RESOLVED: the Clerk to e-mail all businesses within the next couple of days and send out letters to those for whom she does not have an e-mail address.

LR reported that she had undertaken a lot of work analysing the number of dwellings which had been built within the Parish since the mid 1980's. Whilst this work is yet to be fully completed, she anticipates it to be in the region of approximately 200 new dwellings. For the purposes of the exercise she has included only new dwellings and conversions/change of use. Therefore, only net gains have been included. LA concluded that this was important information which should be included as a subsidiary background paper to the final report.

In addition, LR is working on reports relating to:

- Heritage;
- Landscape data;
- Retail/businesses;
- Biodiversity;
- Employment;
- Housing;
- Gypsy/traveller sites; and
- Leisure.

LA asked if any of the other sub groups had completed key tasks. It was confirmed that GM had produced reports from the initial consultations and that David Boyd was happy to help produce the executive summary resulting from the questionnaire's findings.

RESOLVED: the Clerk to send a copy of GM's reports to LA.

0051 Use of Bell Cornwell

LA confirmed that she was working on the initial grant application and had already been liaising with the Clerk to confirm certain details for the application.

Chairman's Initials

With regards to the project plan LA was keen to allocate names to key tasks. It was felt, at this stage, that the questionnaire period would be between 14/1/19 and 25/2/19. However, ideas regarding key themes and structure could be given earlier thought.

The Chairman informed LA that a very good questionnaire had been obtained from Wendover and this would be very useful as a starting point. LA will then start to construct the outline questionnaire.

Discussion followed regarding the availability of the questionnaire in either hard copy or electronically. The issue of "double counting" was considered a risk which would need mitigating somehow. PC felt strongly that the questionnaire should be hand delivered and collected with a personal touch being offered. This would hopefully encourage completion.

It was noted that meeting dates for the Working Group had only been booked up to the end of 2018. Diary dates for 2019 need arranging.

RESOLVED:

- the Clerk to send the Wendover questionnaire to LA for reference;
- LA to speak with Ian Bellinger and seek advice regarding the complexities of the proposed timescales;
- PC to co-ordinate "foot soldiers" to deliver and collect questionnaires (the Clerk to provide PC with a previously collated list of volunteers); and
- The Clerk to inform the Group of meeting dates for 2019.

0052 Feedback from Consultations

The next consultation was confirmed for the 25th October 2018 inviting landowners, their agents and businesses to a drop-in session. This was the last of the consultations.

RESOLVED: PC to co-ordinate refreshments for the 25th October 2018.

0053 Assignment of Key tasks going forward

The following to be achieved before the next meeting of the Working Group on the 17th October 2018:

RESOLVED:

- LA to contact Ian Bellinger for clarification regarding paragraphs 65 and 66 of the NPPF;
- the Clerk to e-mail all businesses within the next couple of days and send out letters to those for whom she does not have an e-mail address;
- the Clerk to send a copy of GM's reports to LA;
- the Clerk to send the Wendover questionnaire to LA for reference;
- LA to speak with Ian Bellinger and seek advice regarding the complexities of the proposed timescales;

Chairman's Initials

- PC to co-ordinate “foot soldiers” to deliver and collect questionnaires (the Clerk to provide PC with a previously collated list of volunteers);
- PC to co-ordinate refreshments for the 25th October 2018; and
- The Clerk to book meeting dates for the Working Group for 2019.

The meeting ended at 9.25 p.m.

Signed.....

Date.....

Chairman's Initials