

Tilehurst Parish Council - Neighbourhood Plan

Meeting Minutes

16/08/2017, 19:30, Cornwell Center

1. Agenda

- Representation from members of the public
- Apologies for absence
- Declarations of Interest
- Agree minutes of previous meeting
- Matters arising from previous meeting minutes
- Review status of action items from previous meetings
- Project Plan update
- Budget update
- Review progress of the prioritised working groups
 - Infrastructure, Transport & Amenities (Clive Taylor, Fred Williams, Peter Cross)
 - Education (Joan Lawrie, Julia Gentle)
 - Future Development Sites (Tony O'Connor)
 - Relationships (Kevin Page, Fred Williams)
- Communications

2. Present

Steering Group:

Lynda Chater
Peter Cross (Vice Chairperson)
Iain Jones
Kevin Page (Chairperson)
Julia Gentle
Fred Williams

3. Representation from members of the public

There were no representations.

4. Apologies for absence

Clive Taylor
Joan Lawrie

5. Declarations of Interest

There were no declarations of interest.

6. Agree minutes of previous meeting

- There were no minutes taken at the previous meeting in July

7. Matters arising from previous meeting minutes

- There were no minutes taken at the previous meeting in July

8. Review status of action items from previous meetings

- The status review of action items has not been undertaken recently

9. Review progress of the prioritised working groups

The current prioritised working groups, with responsible Steering Group member(s), are as follows:

- Infrastructure, Transport & Amenities – Peter Cross, Clive Taylor, Fred Williams
- Education - Joan Lawrie, Julia Gentle
- Future Development Sites – Tony O’Connor, Iain Jones
- Relationships – Kevin Page, Fred Williams

Infrastructure, Transport & Amenities – Working Group Update

No update.

Education – Working Group Update

No update.

Future Development Sites – Working Group Update

No update.

Relationships – Working Group Update

No update.

10. Communications - Update (Lynda)

The photo competition has been extended

It was suggested to Lynda that the details of the photo competition be shared with the “Keep Tilehurst Green” Facebook page.

A review of the current entries took place which also served to demonstrate to some of the

meeting attendees how the photo competition works.

A decision will be needed before the end date of the competition as to who the judges will bill and who will present the prizes. It was also suggested that a request be made to Alok Sharma to publish in his newsletter (other newsletters are available 😊).

11. Project Plan Update

No update

12. Budget Update

Peter reported the current situation regarding funding requests which, at the moment, involves only "My Community".

The matter of the use of consultants was discussed at it was mentioned that Jenny Allen, a former member of the Steering Group, may have a contact who is willing to offer their services. Peter and Kevin will contact the individual to discuss what he would be able to provide for the Neighbourhood Plan.

Kevin and Peter have had a meeting with IKEA re: funding and support. Ikea had indicated in previous emails that they would be prepared to provide funding but during the meeting they said that they don't provide financial funding but would be prepared to supply goods or provide space for meetings etc. They have displayed information about the photo competition in the store.

13. Neighbourhood Plan Strategies / Objectives

Next steps:

It was suggested that a "housing needs" survey not be sent out to the local community (as done by the Stratfield Mortimer NP team) as it is believed that more benefit would be derived from the analysis of various official sources of statistics (ONS, SHMAA etc.). This study of such statistics is to be prioritised.

It was agreed that the first survey should be based on the Strategy / Objectives document and follow the previous research of statistics task.

14. Any other items

Kevin & Fred are to look at the current West Berkshire Council documentation (SHMAA etc.) prior to arranging a meeting with Bryan Little (West Berkshire Council, Planning Officer).

Steering Group Members:

- Lynda Chater (lynda.chater@tilehurstpcnp.org.uk)
- Peter Cross, Vice Chairperson (peter.cross@tilehurstpcnp.org.uk)
- Julia Gentle (julia.gentle@tilehurstpcnp.org.uk)
- Iain Jones (iain.jones@tilehurstpcnp.org.uk)
- Joan Lawrie, Vice Chairperson (joan.lawrie@tilehurstpcnp.org.uk)
- Kevin Page, Chairperson (kevin.page@tilehurstpcnp.org.uk)
- Clive Taylor (clive.taylor@tilehurstpcnp.org.uk)
- Fred Williams (fred.williams@tilehurstpcnp.org.uk)

Two openings vacant.

Working Groups

- **Education** - Joan Lawrie, Julia Gentle
- **Future Development Sites** – Iain Jones
- **Infrastructure, Transport & Amenities** – Peter Cross, Clive Taylor, Fred Williams
- **Relationships** - Kevin Page, Fred Williams
- **Business & Economy** – Not yet assigned
- **Environment** – Not yet assigned
- **Health** - Not yet assigned
- **Security & Policing** (including Fire Prevention ...) – Not yet assigned

Meeting Schedule

- ~~15th February (Cornwell Center, 19:30)~~
- ~~15th March (**Calcot**, 19:30)~~
- ~~19th April (Cornwell Center, 19:30)~~
- ~~17th May (Cornwell Center, 19:30)~~
- ~~21st June (Cornwell Center, 19:30)~~
- ~~19th July (Cornwell Center, 19:30)~~
- ~~16th August (Cornwell Center, 19:30)~~
- 20th September (Cornwell Center, 19:30)
- 18th October (Cornwell Center, 19:30)
- 15th November (**Calcot**, 19:30)
- 20th December (Cornwell Center, 19:30)