

# Tilehurst Parish Council - Neighbourhood Plan

## Meeting Minutes

17/01/2018, 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 (Iain Jones)
  - Relationships (Kevin Page, Fred Williams)
- Communications

### **2. Present**

#### Steering Group:

Lynda Chater  
Peter Cross (Vice Chairperson)  
Julia Gentle  
Kevin Page (Chairperson)  
Clive Taylor  
Fred Williams

### **3. Representation from members of the public**

None.

### **4. Apologies for absence**

Carmelle Bell  
Iain Jones

### **5. Declarations of Interest**

There were no declarations of interest.

## **6. Agree minutes of previous meeting**

- The minutes of the previous meeting in December were reviewed and accepted.

## **7. Matters arising from previous meeting minutes**

- Peter will, in the coming week, provide Tilehurst Parish Council with a copy of the budget (MS Excel spreadsheet)
- Clive informed those present that he recently attended a six-monthly Parish Conference meeting at which Stratfield Mortimer gave a presentation about their Neighbourhood Plan. Copies of their presentation were distributed.

## **8. Review status of action items from previous meetings**

- Clive distributed information about the up-coming changes to the Data Protection Act and GDPR (General Data Protection Regulations). The Neighbourhood Plan group will be covered by the changes but comes under the umbrella of Tilehurst Parish Council. Clive will liaise with them.

## **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 – 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**

Peter has received a positive response from Bell Cornwell regarding the services that they can provide. The feedback was very interesting in that it outlined the type of services that they can provide and the cost. Peter will get back to them regarding further clarification of their offer of project management.

It was agreed that Kevin would use the received response as a template for requesting similar services from two other companies.

Peter will also contact Jenny Allen, Peter Brett Associates.

### **Communications - Update (Lynda)**

Lynda demonstrated the latest quiz on Footpaths which was well received however some of the footpaths were difficult to identify.

## **10. Project Plan Update**

No update.

## **11. Budget Update**

Peter reported that the relationship between The Good Exchange and the Greenham Common Trust was now clearly understood. The Good Exchange are a funding broker / funding portal that are used by the Greenham Common Trust, and others, to provide financial support to projects that are seeking funding.

Peter confirmed that it has been agreed by Keep Tilehurst Green that their remaining funds can be donated to the Tilehurst Neighbourhood Plan using the services of the Good Exchange. The Greenham Trust would then match the donation, and any other future donations received. Peter will talk to the Keep Tilehurst Green team regarding when the transfer can take place.

The Good Exchange recommended that the Tilehurst Neighbourhood Plan should promote themselves more via The Good Exchange as well as on its' own social media presence (Facebook, Twitter etc.). Lynda agreed to follow up this suggestion with The Good Exchange.

Fred commented that the version of the budget on the website was old and Peter confirmed that there had been little movement but would provide the latest spreadsheet for uploading to the website.

## **12. Neighbourhood Plan Strategies / Objectives**

The "End of Year" report and the draft "Vision and Objectives Statement" have been uploaded to the website.

**13. Any other items**

### Steering Group Members:

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

One open vacancy.

### 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

- The schedule of meetings is now available on the website