

**Minutes of Tilehurst Neighbourhood Plan Steering Group Meeting held 20 February 2019
at the Cornwell Centre, Tilehurst**

1. Present: Kevin Page, Lynda Chater, Clive Taylor, Alan Wade, Julia Gentle, Peter Cross

2. Representations from members of the public : None

3. Apologies – Fred Williams, Clive advised that he had tried to contact David Riley who had attended the previous meeting but had received no response

4. Declarations of Interest: None declared

5. Minutes of previous meeting held on 16th January were agreed as a true record

6. Matters Arising from minutes of previous meeting

None as all would be covered under other items of business, but see item below under item 13 Any other Business (School project)

7 Parish Council News

Kevin advised the meeting that sadly the Parish Council Chair, Jean Gardner had passed away on 3rd February after many decades of service to the council and wider community. Kevin further advised that he had been elected as the new Parish Council Chairman but in view of the increased workload he would be unable to continue as Chair of the Steering Committee as well. No-one at the meeting put themselves forward as wanting to take on the position. Kevin would discuss with committee members who might potentially take on the post outside of the meeting and report back.

The committee was also advised that the entire Parish Council was due for re-election on May 2nd 2019, which might have some bearing on the Chair for the Steering Committee. Both Kevin and Clive briefly explained the role of Parish Councillors as it was anticipated that there could continue to be a large number of councillor vacancies. If any Steering Committee members were interested they should speak to Clive or Kevin or the Parish Clerk Jacky regarding the nomination process. Elections were possible though very unlikely as wards in our parish hardly ever met their full quota.

8. Budget, Finance & fundraising update

Peter advised that he would shortly be meeting with Parish Clerk Jacky, to sort out the administration of the Neighbourhood Plan finances so that we could clearly demonstrate our expenditure to third party funders. Peter also advised that the Good Exchange had advised us by email that our account would shortly expire. It was agreed this account (with the Good Exchange) should be closed. This would not affect monies previously raised through their matched funding. However there was still a need to start spending as some funding was time limited. One possibility was to start paying for the consultancy services we required.

9. Communications update

Clive reported that he had just completed distribution of his last leaflet batch to Mead Close and parts of City Road and Little Heath Road. Agreed to update the list of roads/areas covered and include in the minutes. No further distribution of leaflets was planned at the present time.

The following roads/areas had now received leaflets :

- Farm Drive and all roads off
 - High View (west of Royal Avenue)
 - All roads on the Birds Estate (over 400 properties)
 - Vicarage Wood Way and all roads off
 - Dark Lane and roads off South of Dark Lane (Knoll, Highworth) and Tilling (off north of Dark Lane
 - Long Lane and all roads off between Vicarage Wood Way and Knowsley Road
 - Little Heath Road between Sulham Hill and the Birchwoods
-The Birchwoods
-Littleheath Road between City Road and Littleheath School
-Mead Close and all roads off
-City Road (south side) between Bitterne Avenue and Littleheath Road
-City Road (north side) between Fox and Hounds pub and Littleheath Road

10. Status update on recent planning news

- Pincents Lane Development Update

Kevin and Clive reported that the Parish council had voted unanimously to object to the recent outline application for 265 houses on various grounds. In addition over 250 written objections had now been received by West Berks and the closure date for comments had been extended. Alok Sharma MP had also released results of his Pincents Hill survey of nearby residents to which 740 people had responded; 63% of which were opposed to any development on Pincents Hill. Clive also reported that his canvassing in Birch Copse Ward, showed that concern about the Pincents Hill development and the possibility of future development in that ward was by far the most common local issue being raised by residents.

11. Wildlife Data Report for Tilehurst Parish

Lynda had received this report and presented details of the information it contained which included :

- Wildlife Nature Reserves
- Local wildlife sites
- Biodiversity Opportunity Areas
- Notable Species data (covering both plants and animals)

It was agreed that this information would provide valuable support to the importance of maintaining our remaining green spaces and the AONB.

12. Survey Development

Kevin reported on progress made in developing the survey since the last meeting which had included two conference calls. Kevin had commenced drafting a survey using Survey Monkey and based on feedback from the last Steering Group Meeting and the subsequent conference calls. This was further reviewed at the meeting. The meeting also reviewed a survey developed by Wassington

Parish that contained questions and layout that could be used in our survey. An example for possible inclusion were question around what house extensions should “look like” as most planning applications in Tilehurst Parish concerned extensions rather than new builds.

There was also discussion around questions to determine where new house builds should or should not be undertaken. Areas for questioning could include , AONB in general, AONB along Littleheath Road, Pincents Hill, Calcot Golf Course, field(s) not in AONB. There was also discussion around the prospect that none of these areas might be considered suitable for development other than small infill developments. The introduction page(s) to the survey were also discussed with the view that it should be kept brief but clearly demonstrating the importance of residents completing the survey. It was also noted that the conference calls had supported the idea of trials of a final draft survey on small groups of residents to ensure it is easily understood and not too time consuming to complete. A further point for discussion was around the point at which we should seek further advice/support from consultants (Liz)

Key actions were :

Kevin to further develop the Survey Monkey draft incorporating comments made

Alan to draft/redraft the introductory section to the survey

Kevin to arrange/confirm a further conference call provisionally set for Wednesday 6th March at 7.30pm

13. Any other business

With regard to the Schools project proposed by Alan it was agreed that Alan should progress this by writing to Littleheath and Denefield Schools but incorporating the feedback received from Jacky

14. Date of Next Meeting

As previously scheduled on Wednesday 20th March 2019, 7.30pm at the Cornwell Centre