

**Minutes of Tilehurst Neighbourhood Plan Steering Group Meeting held 19 March 2019
at 3 Willow Gardens Tilehurst**

1.Present: Clive Taylor, Alan Wade, Peter Cross

2.Representations from members of the public : None

3.Apologies – Fred Williams, Kevin Page, Lynda Chaterr

4.Declarations of Interest: None declared

5. Minutes of previous meeting held on 20 February 2019 were agreed as a true record

6. Matters Arising from minutes of previous meeting

6.1 Steering Group Chair – No update available – Kevin to advise if any developments.

ACTION: Kevin

6.2 Schools Project – Letters had recently been sent to Little Heath and Denefield schools but no response as yet

6.3 Clive advised that nominations for Parish Councillors were now open until April 3rd

7. Budget, Finance & fundraising update

Peter provided an update on the need to provide reports on our expenditure to the Good Exchange where a £1100 matched funding report deadline had moved from 19th April to 21st May .Peter would explain the delay in expenditure and our advanced plans on the survey to the Good Exchange with a view to this funding being carried forward. The My Community grant of £5800 required a report by end of March 2019, but new rules allowed us to carry this funding over for another year.

8. Communications Update –Nothing to report

9. Survey Development

A review of the “Survey Monkey” report sent out by Kevin prior to the meeting was undertaken with the following outcome :

- It was noted that sections of the survey were still incomplete – e.g Business , Tilehurst community and Facilities, Environment. These need to be added
- It was agreed that we need a plan with timescales for completing the survey and that this needed to include the trial and piloting of the survey before full roll-out
- It was suggested that for questions with multiple box answers , the answers should be spread horizontally across the page to reduce the size/no of pages in the survey
- Question 5 – add “Part Time work”, have just one “Temporary Work” option, add “zero hours contract” option, add “self employed –full time” and “self employed – part time” options. At start of question 5 add “tick all boxes that apply”
- Question 7 (is this your main home ?) should come after Question 8
- In Question 8 replace “flat” with “flat/apartment”
- Question 9 - suggested that “rents from council” could be removed as no houses in West Berks” are rented directly from the council

- Question 10 – Add “Bedsit”
- Housing Needs explanation – add words along lines of “We need to determine, as far as we can, housing needs in Tilehurst Parish over the next 20 years. Answers to the following questions will assist with this :”
- Question 12 – replace “Q9” with “Q11” within this question
- Question 14 correct spelling of “costly”
- Question 15 – Add sub- question asking “Number of bedrooms required ?” beneath the house type options
- “Planning Development in Tilehurst” explanation. Alan had sent wording to Kevin but not incorporated in this draft
- Question 16 – replace “single storey” with “bungalow” , add “Affordable housing ”.
- Add additional question at start of this question “do you want to see “housing for purchase “ and second option “housing for rent” Add definition in this section of “affordable “/”social” as being at least 20% below current market rate
- Question 17 – add additional option “conversion of existing buildings”
- Question 18 change size of larger to “more than 50 houses”, change medium development to “15 -50 houses”
- Question 20 – not clear what “other categories from research analysis” means
- Question 20 Add specific areas eg Pincent’s Hill, ANOB along Little Heath Road, Calcot Golf Course, Black Thorn, field beyond Badgers etc
- Question 21 after “Scale” add “(height and size)”
- Question 22 Add “Affordable housing”
- Question 23 – Add “Maintenance of local roads” and “Access to public transport ie buses”
- Question 24 Add “Cornwell Centre”
- **ACTION – Kevin requested to update Survey | Monkey with the above changes**

10 Next Meeting

Wednesday 17th April, 7.30pm at the Cornwell Centre