

# Tilehurst Parish Council - Neighbourhood Plan

## Meeting Minutes

11/09/2019, 19:30, Cornwell Centre

### **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
- Communications
- Other Items

### **2. Present**

#### Steering Group:

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

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

There were no representations from the public.

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

Alan Wade

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

There were no declarations of interest.

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

- The minutes of the previous meeting in August 2019 were reviewed and accepted after a couple of changes in the wording of the paragraphs regarding

the subject of Stoneham's Farm were agreed.

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

- Kevin Page has contacted Leila Bassett by email and provided her with a draft copy of the Survey that was to have been made available to West Berkshire Council and presented to them at a planned meeting in September 2019. The aim of this meeting being to discuss their progress on the publication of the "Housing and Economic Land Availability Assessment (HELAA) Report". An update on the status of this meeting was requested.
- Leila Bassett responded by Email that the council hope to publish the HELAA in early November and would then hold meetings with the relevant Neighbourhood Plan teams, including ourselves in late November, early December. The Local Plan review is, once again, slipping and West Berkshire Council hope to publish the timetable in October 2019.

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

- None

## **9. Project Plan Update**

No update.

## **10. Budget Update**

Peter Cross has completed a "Evaluation and Monitoring" online report for Greenham Common Trust. However, it is not certain that the report has reached them.

Peter Cross and Jacky Major are continuing the work to the transfer of the Tilehurst Neighbourhood Plan bank account to the Tilehurst Parish Council bank account and merge the budget into that of the Tilehurst Parish Council for reporting purposes.

Peter Cross stated that there are sufficient funds in the budget to cover the upcoming costs of the printing and distribution of the Survey.

Fred Williams to provide Peter Cross with details of the Internet costs for the Tilehurst Neighbourhood Plan website.

## **11. Communication**

No update.

## **12. Any other items**

A discussion took place regarding the need to inform West Berkshire Council about

the status and contents of the Survey. It was assumed that West Berkshire Council should be sufficiently informed of the status of the Survey through the minutes of the Steering Group meetings that are available on the website.

It was agreed that the contents of the Survey would be made available to West Berkshire Council and presented to them at a planned meeting in September with West Berkshire Council. The aim of this meeting being to discuss their progress on the publication of the "Housing and Economic Land Availability Assessment (HELAA) Report".

A detailed discussion then took place about the comments on the Survey raised by Fred Williams and Leila Bassett, West Berkshire Council, on the content of the proposed Survey with various small changes made to the wording and options for the questions.

### **13. Steering Group Members:**

- 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))
- Joan Lawrie ([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))
- Alan Wade ([alan.wade@tilehurstpcnp.org.uk](mailto:alan.wade@tilehurstpcnp.org.uk))
- Fred Williams ([fred.williams@tilehurstpcnp.org.uk](mailto:fred.williams@tilehurstpcnp.org.uk))

### **Meeting Schedule**

- The schedule of meetings is now available on the website