

Tilehurst Parish Council - Neighbourhood Plan

Meeting Minutes

19/02/2020, 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:

Peter Cross (Vice-Chairperson)
Kevin Page (Chairperson)
Julia Gentle
Clive Taylor
Alan Wade
Fred Williams

3. Representation from members of the public

None

4. Apologies for absence

Lynda Chater

5. Declarations of Interest

There were no declarations of interest.

6. Agree minutes of previous meeting

- The minutes of the previous meeting in January 2020 were agreed.

7. Matters arising from previous meeting minutes

- None

8. Review status of action items from previous meetings

- None

9. Project Plan Update

No update.

10. Budget Update

Peter Cross reported that there is nothing to report and that the budget spreadsheet is up to date. He informed the meeting that, to date, £5,212 has been spent in the current financial year and that £6,673 has been spent since the start of the project.

11. Communication

No update.

12. Any other items

Kevin said that there were three other items to discuss in this meeting.

1. West Berkshire Council Consultation on a new local plan (2026-2036)

Clive Taylor and Kevin Page attended a meeting last week with West Berkshire Council to be informed about the new local plan that is being worked on.

The main outcome was that the Tilehurst Parish Council is to provide feedback in the various areas described in the documentation that has been distributed by West Berkshire Council.

It is intended to have an extraordinary meeting of the Tilehurst Parish Council with members of the public and Neighbourhood Plan team to help the Parish Council to develop their response.

Feedback has been requested regarding a planned “hierarchy review” of the West Berkshire Council area. It appears that Tilehurst will be unaffected as it is in the “Urban Area” category. Changes will most likely be for those areas categorised as villages etc.

Also discussed at the meeting with West Berkshire Council were settlement

boundaries and the preparation of a new HEELA document.

The HEELA documentation is in the process of being prepared with, for example, an evaluation of sites that were put forward as part of a “call for sites”. Initial feedback on the evaluation was given to the attendees. It is stated in the document that the sites put forward for the Tilehurst Parish area will not be included as they are “not developable” in the next 15 years.

It was not clear what the status is for the Pincent’s Hill site.

West Berkshire Council have been presented with a number of new homes that have to be provided during the period of the local plan but have not yet determined how they are to be allocated at a local level.

A link to the West Berkshire Council HEELA interactive map can be found [here](#) .

It is planned to have the extraordinary meeting on March 27th 2020.

2. Draft Neighbourhood Plan document

Questions were asked about what the main aim of document is.

A wide-ranging discussion took place on this point. If it is likely that little or no development is to take place during the next local plan period in Tilehurst then is the main aim of the document about the improvement of the local infrastructure, facilities and raised sustainability standards that should be applied to any new development. The views of those local residents who completed the survey should also be included.

3. Survey Analysis

It was agreed that Fred Williams is to provide Liz Armstrong with a copy of the raw survey results data.

Kevin Page suggested a number to the way that the results data is presented. For example, percentages should be added to the actual numbers on graphs and the sorting of some of the data in the graphs to reflect the structure of the question asked (a few of the bar graphs the data was sorted differently to the logical order of the question selection – “Extremely importantly”/”Very Important”/”Quite important”).

It was agreed that good progress has been made on the presentation of the survey results and a further discussion took place on how to present the results particularly on how to include the many comments that were made in the survey.

A long discussion took place on the results of “Question 3. How many people of each age there are in your household”.

It was noted that a majority of those people in the households were over 50 years of age. A discussion took place about whether this would be a problem when preparing the Neighbourhood Plan document as it might be suggested that the survey results were not representative of all age groups.

The number of results from younger generation households was a little disappointing, especially as every effort had been made to include them (online forms, Facebook postings etc.).

The response rate for residents over 60 years of age was 24% and 10% for those below 60 years of age. No age band had a less than 10% response which was in line with expectation (returns from 10-15%). It was agreed that Fred Williams would present the survey results for two different categories: those responses from households with children or teenagers and those households with no children or teenagers.

Finally, a discussion took place about when to stage feedback event(s). It was suggested that two events should take place in late March 2020.

13. 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)
- Joan Lawrie (joan.lawrie@tilehurstpcnp.org.uk)
- Kevin Page, Chairperson (kevin.page@tilehurstpcnp.org.uk)
- Clive Taylor (clive.taylor@tilehurstpcnp.org.uk)
- Alan Wade (alan.wade@tilehurstpcnp.org.uk)
- Fred Williams (fred.williams@tilehurstpcnp.org.uk)

Meeting Schedule

- The schedule of meetings is now available on the website