

Present:

David Cornish
Andy Pearce

Allan Gibson
Roger Marshallsay

Roland Cundy
Graham Jukes

Pauline Grainger

AGENDA

1. Feedback from meeting with WBC. This will include their updates on the recent Planning White Paper and also the Draft LPU.
2. State of play on our current draft
3. Issues with Comms team.

Minutes

Minutes of meeting 04/08/20 accepted as a true record and DC thanked AP for minutes in PG's absence. An electronic copy will be sent to Parish Clerk for the website and the hard copy will be retained for signature at a future date.

Actions

1. DC has an action to list things to be done on the NDP following the LA and WBC comments. Done, CLOSED
2. AG will ensure that he covers the potential distraction of Govt Planning changes at the PMG later today. Done, CLOSED

1. Feedback WBC meeting

AG reported it had been a good meeting and the structured Q&A format had led to a good outcome. There were two members of WBC present, James McCabe and Ian Church, and 3 members of the FNDP team, DC, AG and GM. The full meeting report is attached as appendix i.

Further comments to report:

- There was no feeling as to impact of government White Paper
- The Grazeley slippage was likely to be far more than 2 months and if it falls off track there are no ideas where house will go
- Our NDP will likely be finished and adopted well ahead of the WBC LPU as this is not due for its 2nd consultation until 2021
- WBC will send FNDP team list of mandatory consultees (of which they are one)
- Document discussed by brown team in their meeting yesterday and their feeling was West Berks will increase size of its "arear emergency planning zone"
- AG summed up his paper on electric charging points and will send a copy to all members of SG
- DC advised the section of the draft on transport/traffic measures would appear to have breached what the FNDP can address and so this area needed re-visiting. He was already looking at it with BS and asked GJ if he would also be involved. He agreed.

2. Current Draft

DC advised version 7 of plan is fully tracked and traceable and he has only final "tweaking" to add, meaning a robust version of the plan should be available by the end of the month to share with specific members of the PC (S Weeks, K Dagnell, G Veitch) and the full volunteer group shortly thereafter. DC thought once the PC had viewed the document he could pass it to Suzi Rackley.

AP asked if the working groups will have a say in commenting on any new wording to ensure it reflects their original intentions.

DC felt the comments fall into two categories:

- Word-smithing, on which he will make a judgement call
- Policy /major changes on which working groups will have input

Currently the 'brown group' have been asked to amend "policy" references as advised at the WBC meeting at which GM was present. GM and CM are not sure how much work they need to do and are awaiting instruction from PMG.

AG believes there are two significant areas:

- Rewrite gaps policy
- Resolve conflict with WBC on backland/infill

DC agreed to look at the gaps policy but GM/CM have to review and make policy reference changes.

The question was asked as to who would make the call on "redundant" policies and it was decided this was discussed at PMG meeting later.

GJ commented that once the draft is complete it would then need a review and might require further changes to ensure it all ran together smoothly and coherently.

3. Comms team

AG had set out his thoughts on the consultation process with a matrix of what to do and when to do it in order to comply. The consultation statement needs to show WBC and the inspectors that we have taken into account local views and the statement needs to show how we have done this and reflect their views. The Reg 14 consultation is fast approaching and in the project plan falls over Christmas .

AG has initiated a draft which reflects our assessment of where we are and what we are doing. He asked the comms team for an engagement plan at the last PMG meeting but NW has struggled to hold a meeting of the Comms group. AG, DF and NW held a zoom meeting and NW provided a merchandising and marketing strategy for September but AG felt he needed more than they were offering. DF offered to start thinking about a more detailed plan and he has sent AG his initial thoughts, which AG shared briefly with the meeting. DC felt NW was a tactical campaigner and not comfortable with process and systems.

NW has subsequently spoken to DC and advised he no longer wishes to lead the Comms team but is happy to continue with plans to raise awareness etc. He asked DC if he should still attend PMG meetings and the SG felt definitely yes.

GJ thought a change in leader of the group was unnecessary but DC pointed out NW positively wanted to step down. It was felt in this case the group should decide amongst themselves who should take over.

AG thought priorities were:

- Drafting the consultation statement, though the document will need further revisions at later stages of the approval process for the FNDP
- Producing a short 4-6 page summary of draft plan
- Raising awareness in Sept and Oct and engaging for the Reg 14 consultation

The document we produce for the Reg 14 consultation will need to go through:

- FPC for consideration and clearance to proceed
- WBC and Bell Cornwell for a final health check.

PG asked if Suzi Rackley could start preparing a summary despite draft plan not being complete. She felt as it was "user friendly" and not technical there was not the issue of getting policies etc exactly right so it could probably be produced from existing draft.

AG feels we need this so DC agreed to ask SR and AP suggested it followed the Consultation Survey Results format which has been well received. PG advised, that as far as she was aware, Lyn Barrow and Jim Amos were solely responsible for this report.

DC suggested a date for the summary should be October so it is available at same time as Reg 14 consultation.

3. AOB

RM advised none of this year's Locality money has yet been spent apart from consultancy fees, and there is also the allowance from the PC . The spending required to raise awareness is unlikely to be significant as the actions suggested in the DF draft are not hugely expensive.

RM also advised NW has asked him the cost of "permissions" to put up pop-up stalls at various locations in the parish. RC felt the locations of the stalls need to be considered carefully as in the current "covid" climate places like the Memorial Hall were seldom used. PG advised the FBC and its café were open 9am-5pm but the car park is seldom busy.

AG thought the delivery of the consultation document might need to be paid for rather than relying on volunteers this time round.

It was agreed Comms team could spend as necessary for raising awareness subject to normal procurement rules and good record keeping.

Meeting closed 10.32am

Next meeting Tuesday 15th September, 9.30am

ACTIONS

AG send a copy of "Electric Charging Point" document to all members of SG

GJ to join DC/BS to look at traffic/transport section of draft plan

DC share "Draft Plan" with PC by end of month, followed by Suzi Rackley

AG take question of "redundancy" test for policies to PMG meeting 18-08-20

AG send to SG DF draft engagement plan

DC advise NW he is still welcome at PMG meetings

DC ask SR about creating a "user friendly" summary of the draft plan for October

Signed as a true record of the meeting:

Date:.....