

Whitchurch on Thames Neighbourhood Plan (NP) Steering Committee (SC)
Minutes of Meeting
Wednesday 14th June, Ferry Boat Garden Room

Attendees:

- Cllr Jim Donahue- PC Chair
 - Sarah Hanfrey
 - Charles Cotgreave
 - Peter Ferguson
 - John Bradon
 - Emily Williamson
 - Dave Bowen
- **Apologies:** Jean-Marc Grosfort, Keith Brooks
Note: Will add Lizzie Stewart to list of attendees

1 Minutes of 14 May Meeting

Were approved. Jim to circulate to PC.

2. Declaration of Interests & other Contacts

Action: Everyone to complete the form. We felt that we should record it if we live adjacent to or would be affected by any specific potential development site. Emailing forms to Jim to collate.

Jim met with SODCs Rachel Riach on 12th May. Will send out notes.

3. Consultation in Old Stables on Saturday 3rd June

Turnout was good and there was again a good level of discussion.

Emily has typed up verbatim responses to questionnaire given out at both consultation sessions A total of 19 were returned.

Action: John to put on Google Drive after removing peoples' names.

Action: John to type up list of attendees.

Emily ran through some general themes. Issues we've recognised already such as traffic, sewage treatment were brought up.

Further Consultation

We had thought about doing a third open-day session but it seemed hard to find a time that would work for parents who it was recognised were usually busy at weekends. The preference seemed to be for issuing complete survey to anyone.

The following ideas were recorded:

- Deliver door-to-door a survey with a link to an online survey for those who would be happy to complete it online (saving us time in typing up).
- Use the Electoral Commission or Electoral Reform Society process to ensure that it is impossible to vote twice. (**Action** Sarah to investigate)
- Offer a small prize to those who complete it

Frequently Asked Questions

We had previously discussed the need to be able to provide clear information about the NP and the committee's objectives

Action: Charles to draft Frequently Asked Questions.

Action: Sarah to draft prototype press release.

Other Neighbourhood Plans

Should keep up to date on progress on and results of other NPs.

Action: John to find out if Pangbourne is doing a NP.

Any Other Business

Note: Charles had previously mentioned the Rural Exemption Scheme and had begun to investigate options for Affordable Housing. **Action:** Charles to investigate further and write up notes. Action: Jim to add this to the plan.

The idea of doing Housing Needs Analysis was discussed.

Action: Sarah to correct previous notes about class sizes at the school.

Next Meeting

The next meeting will be held on Monday 17th July, at 8pm in the Village Hall.

We agreed that a key agenda item should be to review our overall plan.