

**Whitchurch on Thames Village Plan Steering Committee**  
**Minutes of Meeting Wednesday 6<sup>th</sup> February 2019 Rylands**

**Attendees:**

- Cllr Jim Donahue JD
- Cllr Rachel Hatcher RH
- John Bradon JB - Chair & Reporter
- Cllr Sarah Hanfrey SH
- Will Barclay WB

**Apologies:**

- Leslie Prater LP

## **1 Introduction**

We agreed the Minutes from the meeting of 5th December 2018.

These minutes follow the agenda of the meeting which was:

- Discuss the steering committee & working groups
- Review the minutes from the last meeting of 5th December 2018 and update each other on progress in each area.
- Discuss how we complete the village plan and the next steps.

## **2 Village Plan Committee and Working Groups**

Leslie Prater no longer wishes to continue on the steering committee. We thank him for his help so far and note the other useful things he is doing around the village such as the maze bricks. He has agreed to help with the village plan on a one-to-one basis which will be useful.

We agreed that we were happy at this stage just to have five of us on the steering committee

**Action** SH to help us to review the steering committee Terms of Reference in the next meeting.

We noted that the structure of the working groups has changed. Of the original four groups which discussed the actions, the TAPAG group continues but the others have been effectively replaced by smaller more focused groups, namely:

- Village Hall (Keith Brookes KB and Jean-Marc Grosfort)
- Pavilion (Neil Huntington and others)
- Emergency Plan & flooding. (SH, JB, Keith Brookes, Dave Bowen , Geoff Weir)
- Conservation Area Assessment (SH, JB, Peter Hawley, Laura Lucas)
- Community...

### 3 Updates on Progress

#### 3.1 TAPAG

WB and Diane met BP's consultant who, they were pleased to discover is thinking along the same lines as our consultant.

To help frame the traffic improvement actions, Keven Bulmer is providing information on both Goring Plan and on OCC policy. RH noted also that legislation is coming soon which will devolve revenues so that we could fund a shared traffic officer with other villages, which may also help.

RH is taking the funding of the next phase of the study to the PC in February's meeting.

Action: RH to edit the Traffic & Parking section of draft village plan.

#### 3.2 Village Hall

Still progressing well.

#### 3.3 Pavilion

Neil Huntington is visiting some recently improved/ rebuilt pavilions to understand best practice and is writing up the options for the PC and others so that a final building spec can be given to the architect. He and JB have met Cormac Neeson from the cricket club who was very positive. He is going to confirm who will be involved on their side. Fundraising is the next challenge. **Action** SH to ask Warren Beard if he wants to help raise funds.

#### 3.4 Preparation for Conservation Area Assessment

It is the SODC responsibility to develop the Conservation Area Assessment for Whitchurch and SH has spoken to them about this [can we say with what result?]. IN preparation, Laura Lucas and JB have created separate lists of buildings and other features worthy of conservation and these two lists now need to be combined. Peter Hawley has written an excellent introduction which is incorporated into the draft village plan.

We hope we can arrange few meetings so this group can coordinate its activities (SH, JB, Peter Hawley, Laura Lucas). **Action** SH/JB to ask Peter and Laura if they want to be involved.

#### 3.5 River access

The Hardwick Estate have responded on Sheepwash Lane. They have also put us in touch with the Thames Scullers who are now using the jetty (replacing the Goring Gap Boat club). **Action:** JB to send letter thanking the Hardwick Estate. **Action:** JD to follow up with Rhian Woods the Chairman of Thames Scullers.

Other opportunities to get river access unsuccessful. Agreed to keep trying.

### 3.6 Pavements

JD's quotes for resurfacing pavements were included in the costed actions spreadsheet sent out with the previous minutes. JB will change the wording in the draft village plan to recommend that the PC does improve pavements gradually based on prioritisation according to need (the state of the pavement), cost (according to the quotation) and usage (pavements with more use would be prioritised more highly).

### 3.7 Facilities/Activities for Young People

SH reminded us that we'd asked about this in Question 12 of the survey. **Action:** JB to review. [The results of this are included below in these minutes]

Q12 If you have 13-18 year olds, do you have comments or suggestions on sporting facilities or other activities for this age group in the village? There were 12 responses on this (of 143 responses in total)

- Four responses want equipment on the village green: "Improve the Cricket nets, perhaps a basketball hoop", "Upper Basildon Park has just had some gym equipment fitted which looks good". "Table tennis", "a bench pod" (note: this is a type of circular bench).
- Two responses that are likely to be impractical: "Tennis courts" & "Pool?"
- "A green gym would be great to have not just for this age group"
- Five responses not wanting changes, e.g. "I don't believe that you can improve on perfection, there is the maze, bike rides, the field for ball games. ... My 14 year old daughter says 'please don't turn it into urban environment'. "There are already enough sporting opportunities locally available, ie Dolphin Center and local schools.", "I do have 13-18 year olds but have no other suggestions!"

### 3.8 Community Emergency Plan (CEP)

A further meeting of the team (SH, Keith, Dave, Geoff, JB) who wrote the draft plan is to be arranged at some point with the aim of getting a version of the plan for review in a PC meeting (Actions: Include Jim in this group. Ask Geoff Weir if he will chair it. JD to add the review/approval of CEP to a future PC agenda).

The CEP lists 8 actions which need to be completed soon including applying for a grant to set up the Village Hall as the Refuge Centre (e.g. installing broadband), training to use the village defibrillator, and setting up a telephone tree with wardens to check on vulnerable neighbours.

The Village Plan will recommend that the CEP is reviewed and updated annually (OCC request this to keep the plan valid).

### 3.9 Flooding

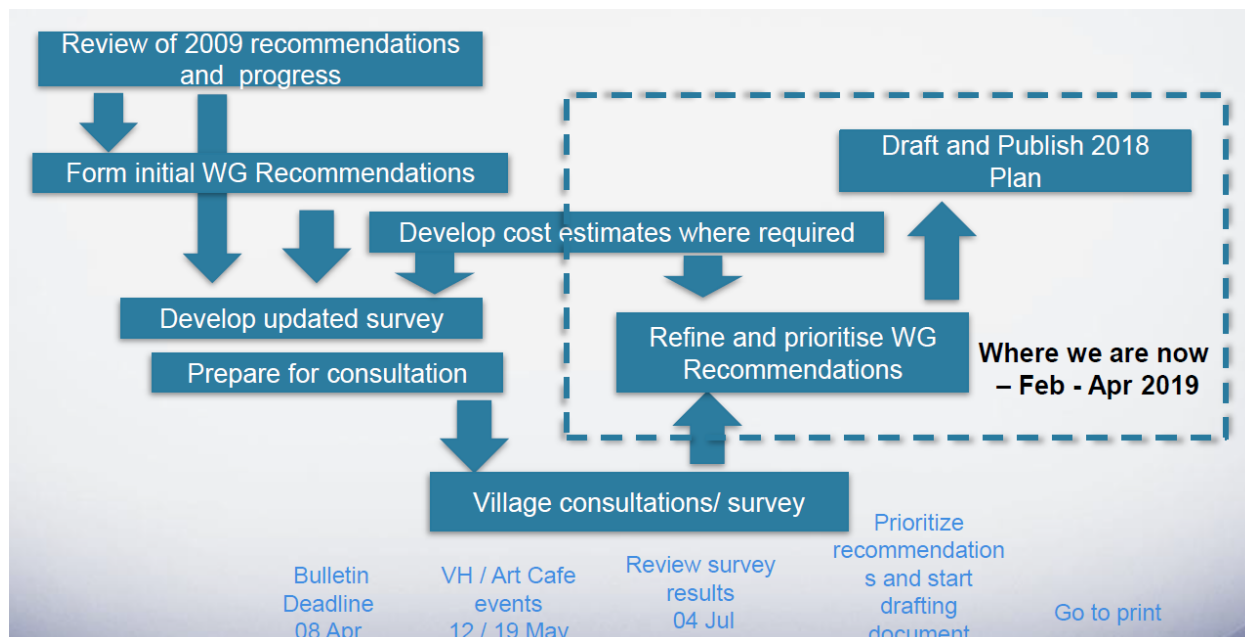
JB has received a draft report on flooding out about previous work on flooding from John Southey and Richard Wingfield. This was triggered by the 2004 flood and seems very good. It has never been completed however. Action: forward to JD. Include flood plan completion as a recommendation in the village plan.

The plan will also recommend that someone takes on coordinating drains and flooding.

## 4 Completing the village plan

### 4.1 Process

JD has updated the process diagram below.



We agreed that this is still relevant and that we still intend to follow this process:

- We have draft cost estimates JB and JD incorporated into a financial plan for the PC budget over 3 years. **Action:** JD to update it as the plan progresses.
- **Actions:** JB to extract the list of recommendations in the next version of the plan
  - JB to make changes and (as listed below)
- Update Parish Council. JB to send written summary of progress before Thursday 21<sup>st</sup> meeting.
- At the next steering group meeting (14<sup>th</sup> March) we will review and prioritise the recommendations.
- We hope to have an indication of TAPAG consultant's recommendations in March.
- Discuss in 21<sup>st</sup> March PC meeting (Action JD to book into 21<sup>st</sup> March PC meeting agenda).
- Reformat the plan (including photos)
- Consultant as before at Village Hall and Art Café (April: JD to find suitable date)
  - Invite Neil/Cormac(pavilion), Jean-Marc (village hall)
  - Might do as a presentation and/ or have stalls so people can go round at their own pace.
- Issue the plan online but offer printed copies if anyone prefers this.

#### 4.2 Summary of Changes to first draft of VP

- Get input from Neil, Jean-Marc, Keith, Sally, (JB)
- Update the TAPAG sections (RH)
- Add more on the Conservation Area Assessment (Inc. list of key assets) (JB)
- Add the recommendations into the appendix(JB)
- Change Pavements recommendation to “do gradually in priority sequence”.
- Get the right version of the 2008 action review and update (JB)
- Check whether the people involved were named in the last plan(JB)

#### 5 Next Steps & Next Meeting

RH thanked JB for hosting the meeting.

The next meeting will be held on **Thursday 14th March 8:00PM** at JB's house: Rylands, Hardwick Road.