

**MINUTES of the meeting of the Hungerford 2036 Project Team** held on Tuesday 9<sup>th</sup> April 2019 at 7.00pm in the RBFRS, Church St, Hungerford

**Present:** Clerk, Tony Drewer-Trump (TDT), John Downe (JD), Chris Scorey (CS), PlanET (Liz & Becky)

1. **Note Apologies (1 min)** – R Hudson (RH), Denise Gaines (DG)
2. **Agree last set of minutes of 13th March 2019 and of joint meeting of 2<sup>nd</sup> April 2019 and update on actions from last meeting, not included in the agenda - Clerk (1 min)** – *The minutes of 13<sup>th</sup> March were agreed by all.* Joint minutes to follow.

**Action:** Preparation of a list of the public comments is still outstanding as redaction criteria needs to be agreed before processing and displaying the list on the web.

**Action:** Clerk to chase surgery for a response to her email.

**Action:** Clerk to chase digital copy of map of Hungerford Parish.

3. **Consider any feedback or correspondence from:**

- **Hungerford Town Council (joint meeting)** – The numbers from the Housing Needs Assessment (HNA) were discussed at the joint meeting. Do we wish to work from the HNA figures? The WBC Plan to 2026 states up to £2K however we have been told this number has been exceeded. Any buildings not complete from 2018 will count towards the housing target.
- **Members of the public** – Nothing to discuss

4. **PlanET item: -**

- **Ability to incorporate Windsor and Maidenhead Design Document (Modified) into Neighbourhood Plan** – PlanET commented that this design document is too complex, and AECOM will put a design guide together for us if wanted, which can include zones. However, it is best to look at our sites and what we want rather than altering this document. PlanET would recommend street designs are incorporated into policies in the NDP rather than in a design guide. It is better to be site specific than have a design guide. We could also have a policy for any additional development. Developers do not have to comply with a design guide in the same way as they need to with the policies in an NDP. It is not the time to be considering a design guide.
- **Determining Site Assessment Criteria** - We await the housing number from WBC this summer. Not having this does not prevent us from assessing the sites. Our Aims and Objectives will give us our own criteria by which to assess all the sites and WBC in addition will initially assess the sites submitted to them using national criteria.

5. **Publication of Housing Needs Assessment** – It was agreed this will be displayed on our website. It is not necessary to further publish it at this stage. **Action:** Clerk to circulate to councillors and post on website. H2036 had produced an introduction to the HNA. PlanET gave advise on what parts of the intro were useful to publish. PlanET commented that we have a lot of evidence from our consultation and these facts are more important than the HNA.

6. **Incorporation of HNA into plan – detailed review** – The HNA is evidence which will be considered after we have drafted our policies.

7. **Process for updated Draft Aims and Objectives – Internal and republication** – Are the A&Os right? Are they deliverable? **Action:** Separate the A&O into those that can become policies and those that are community aspirations.  
After confirming our Aims and Objectives the next stage is to look at producing policies. This will be followed by providing evidence to support them such as the HNA. No evidence is required for community aspirations however these are a good guideline for expenditure of CIL/S106. Policies could include moving industrial sites and resisting change of use. Policies can be linked but the risk is both could be pulled by the inspector. We would need to assess each policy to ensure its sustainability using the aims and objectives to form our criteria. PlanET advised feeding back to the public on any changes will come at the end when we look at the evidence.

**Action:** PlanET can come up with a set of draft policies from the A&Os. PlanET to confirm their cost estimate of £420 for a day's work to split up the policies and community aspirations and produce a document.

H2036 has contacted main landowners to advise them of the call for sites. Nothing more is needed at this stage.

8. **Future meeting dates with parents at nursery and primary schools at school events** – Not discussed although generally H2036 would like to have final consultation dates in July.

9. **AECOM – Method documents requested**

**Modules of interest are:**

- **Site Options and Assessment-** PlanET recommended using Locality for criteria site assessment on sites WBC haven't seen, rather than WBC.
- **Master-planning**
- **Design including Design Codes**

10. **Transport Modelling** – Still waiting to hear back. **Action:** Chase WBC for response.

Date of next meeting – **Action:** Clerk to do doodle poll

Meeting closed at 9pm.