

**Minutes of the meeting of Hungerford 2036 project team held on Thursday 20<sup>th</sup> February 2020 at 7.00pm in RBFRS Community Room, Church Street, Hungerford**

- 1. No Apologies. Present – Chris Scorey (CS), Denise Gaines (DG), Tony Drewer-Trump(TDT), John Downe (JD).**

**2.a. Actions from previous meetings**

**Action:** Redaction of survey comments – **Not longer required action removed**

**Action:** Digital map imagery needs to be pieced together - this proved impossible to do with software available – **Action removed**

**Action:** Revisit theme 8 after other themes have been considered – **B/Forward**

**Action** DG to check on other Neighbourhood plans to check on allotment considerations – **completed**

**Action:** Transport modelling awaiting data – **Received see actions below**

**2b. Actions from this meeting**

**Action:** An extra column on the document for H2036 response to Site Assessment Criteria public comments - **JD**

**Action:** Transport model the traffic numbers received from WBC to be added to the town map – **TDT**

**Action:** The Traffic Data to be disseminated to all members via Dropbox – **JD**

**Action:** Local Plan Settlement Hierarchy review response, update to be forwarded to HTC E&P for further comment - **JD**

**Action:** Settlement Hierarchy review response, to be put on E&P agenda 9<sup>th</sup> March – **DG**

**Action:** Settlement Boundary review response, update to be forwarded to HTC E&P for further comment - **JD**

**Action:** Settlement Boundary response, to be put on E&P agenda 9<sup>th</sup> March – **DG**

**Action:** Employment land review request for documentation from WBC – **JD**

**Action:** Employment land review to be put on E&P agenda 9<sup>th</sup> March – **DG**

**Action:** HELAA Obtain a contact name and details for all sites that have been deemed potentially developable – **TDT/JD**

**Action:** HELAA write to the above sites concerning NP criteria – **TDT/JD**

**Action:** The additional Sites to be added to the WBC map for the Town Meeting - **TDT**

**All actions that have completed will be removed from further minutes**

**Discussion on the Transport modelling from a previous action**

The details are now with us from WBC. Some are for up to the 3<sup>rd</sup> quarter 2019. This was a real life measurement process not desk based as previously. It was agreed it would be useful to analyse the desk based against these if time allows. WBC have offered 5 radar monitoring machines to be used by Hungerford in the future which could prove useful as we progress with site assessments.

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

- Members of the public re Site Assessment Criteria
  - There were several comments from members of the public. John agreed to add an additional column to the document and append the H2036 comments and then, when agreed, publish the document on the website
- HTC Statement following HELAA publication

- The statement read and distributed at full council was also sent to the press. No additional comments received to date. This statement is attached as an addendum to the minutes.

**4. Feedback from other Meetings**

- West Berkshire Local Plan meeting 13/2/20 and HELAA publication
  - Very positive meeting. No housing numbers were published. Provisional Timescales for the HELAA process were given.
- Settlement Boundary Review and Site comments to WBC by 27/3
  - This was discussed and decided that the only amendment should be a line drawn to the edge of the A338 to the south of the town and the settlement boundary should be amended to follow the line of the development to the south of priory Road.
- Employment Land Review
  - There appears to have been no documentation issued for this review so we agreed to contact WBC and as that we been given this information and that we would like to be fully involved in the review and give feedback.

**5. HELAA Action Plan and Consultant Contract Scope of Effort.**

- HELAA follow-up timetable
  - There was a formal proposal to accept the quote from Chris Bowden of Navigus. JD proposed DG second all were in favour.
  - It was agreed that this should be placed on the agenda for agreement of full council on 9<sup>th</sup> March
- Any additional sites – and process to handle
  - We agree to get contact information for all the sites put forward in the HELAA that had development potential. We will then write to these contacts and request that they assess their sites against the H2036 criteria.
  - There are three additional sites that have been brought forward we have contacted WBC about possibly assessing these sites against the same benchmarks as the original sites in the HELAA.
  - There were two other possible sites muted at the outset of the H2036 plan and these two sites will be contact to see if they still want to progress to the next stage of the HELAA process.

**6. HTC Town Meeting – H2036 Stand Messages and Content**

- There will be a H2036/E&P stand at the town meeting. The layout will be a plan with the HELAA sites shown and if possible, the three additional sites that have come forward. Additionally, the spreadsheet Appendix 4 Assessment of HUN\_Sites with the added column for number of proposed dwellings.

**7. Project Team recruitment**

To be brought forward to the next meeting

**8. Next Meeting Date**

Wednesday 11<sup>th</sup> March

Meeting closed at 9.20pm

**ADDENDUM**

HELAA Statement issued by HTC full council