

TWYFORD PARISH COUNCIL

Minutes of a meeting of the Neighbourhood Plan Working Group held via Zoom on Monday 2nd November 2020 at 7:30pm.

Present: Mr C Wickenden (chair), Mrs B Ditcham (vice-chair), Mrs E Ashley, Ms J Daman, Ms P Morton, Ms B Smith, Messer's M Bray, M George, R Mantel, F Newman & R Sunley.

Minutes: Lynn Povey (Assistant Clerk).

1. **Welcome.** Mr C Wickenden welcomed everyone.
2. **Apologies** –Mr S Conway & Mr L Ferris.
3. **Matters arising & action points.**
 - 3.1 Re-introduction to the Neighbourhood Plan. Mr C Wickenden gave an overview of the progress made until March 2020 and outlined the purpose and importance of a Neighbourhood Plan.
 - 3.2 Neighbourhood Plan Consultant – Leani Haim, Principle Planner of Oneill Homer. The group noted the appointment of the NP Consultant. Mr C Wickenden to send out the proposal from the consultant to all Neighbourhood Plan members.
 - 3.3 Progress on funding (grants) – Mr C Wickenden, Mrs B Ditcham & Mr T Winchester. Mr C Wickenden confirmed that the application is ready to be submitted. Under advice, the grant amount to be requested will be about £1700.00. Mr C Wickenden to submit application.
 - 3.4 What's next for the group?
 - Focus Group – To be held via Zoom on the 7th and 14th December with the consultant. Details to follow.
 - Proposed timetable on how to progress the Neighbourhood Plan. Mr C Wickenden to send out details.
 - Start writing Twyford's Neighbourhood Plan.
 - Continue to work on the following areas - 'Future Village', 'Transport' and 'Housing'.
 - 3.5 White Paper – Planning for the Future (15.09.20). Deadline for comments to the consultation is the 15/10/20 for NALC and the 29/10/20 for GOV.UK. Minutes of the Zoom meeting circulated 09/10/20 and submission to the consultation made by Mr C Wickenden on behalf of TPC. Mr C Wickenden provided the group with an overview of Twyford Parish Council's response to this consultation. The group noted the submission. Mr C Wickenden to send a copy of Twyford Parish Council's response to all Working Group Members.
 - 3.6 WBC – Local Plan update.
Information gathering:-
 - Assistant Clerk was asked to liaise with WBC to find out what those on the housing waiting list for Twyford has been requested.
 - Assistant Clerk was asked to liaise with the local estate agents by means of a survey to find out what sort of housing is being asked for by people on their register. Ms P Morton to provide the Assistant Clerk with contact details.
 - 3.6.1 Email from Cllr Lindsay Ferris - Update on the Local Plan 26.10.20. Noted.
 - 3.6.2 Local Plan - Consultation Response. Mr C Wickenden to send a copy of the 'Open Space' document submitted to WBC by TPC to all Working Group Members.
 - 3.7 Community Liaison. Mr C Wickenden asked the group to consider ways to reach out to local groups. To be discussed at the next meeting.
4. **AOB.**
None.
5. **Date of next meetings:**
 - **Tuesday 1st December 2020 (Sub-Committee)**
 - **Monday 4th January 2021 (Working Group)**

The above meeting dates were noted.

Meeting Closed at 20:54