MINUTES OF MEETING for THE SHIPLAKE NEIGHBOURHOOD PLAN STEERING GROUP

7.30 pm 9th FEBRUARY 2017 held in the Morning Room at Shiplake College

In Attendance: -
Peter Boros (Chair) David Pheasant: Emer Bollinghaus: James Dalzell: John Walker: Susan Mann: Charlotte Colver: Marnie McKendrick
Apologies:-
Will Stevens: Ian Bolton: Peter Cawthra: Guy van Zwanenberg: Mick Reid: David Bartholomew

1. Peter opened the meeting with a welcome for the support of the steering committee present and those unavailable x 14 in total

2. Distribution of the draft agenda

3. Introductions around the table with brief resume of background and time in village.

4. Agreement by those present to the confidentiality of discussions at each meeting and happy to be on the "group" emails.

5. There are c. 50 volunteers happy to be utilised when and where required

6. General governance issues outlined by David P and the role of the PC as the sponsoring body.

   We require the support of the villagers for the Neighbourhood plan to proceed & succeed with a referendum to occur on completion.

7. Peter outlined the need for a NP being a method of pro-actively seeking to shape the future of what the villages should look and be like in the future. It was discussed that we are not *nimbies* and recognise the village cannot stagnate . However we want to be in control of how the future villages will look and feel for newcomers and long standing residents.

8. It was pointed out by David P that the Shiplake Villages Plan is on the website. All to please read as a number of common threads.

9. The Steering Group to have a meeting once a month with interim meetings with sub groups as and when necessary.

10. Good to get in the diary a FIXED regular date for the monthly meetings. This was agreed to be the **3rd Wednesday in the month** - starting with Wednesday 15th March at 7.30pm to be held in the Morning Room of Shiplake College.

11. David P. in contact with Shiplake college - they are very accommodating to our requirements. And let us have the use of room without charge. (David P. Since thanked Gregg Davies at the parish meeting on 13th Feb)

12. Shiplake PC not to be included in the minutes distribution, but will receive regular report on progress..

13. David B happy to prepare questionnaire for villagers to be put on website & distributed

14. Peter is opening up the use of his **Dropbox** for the Steering group to Use as a data repository for this project. Link to be forwarded

15. We have to be mindful/careful with our relationships with surrounds eg. Harpsden / Henley / and our stakeholders, the PC, Shiplake College, School...nursery Small businesses etc

16. We have to have EVIDENCE for whatever we come up with to show the plan is possible feasible and desirable

17. Request made for the area to get an extended *Area of Outstanding Natural Beauty* However this could take 10 years

18. SODC regards Shiplake as a *Small Village* and therefore to contribute 5% to housing pipeline (32 houses) or 2 houses a year over the plan period 2011 - 2032

19. Query - this number {2} did not sound compliant with the amount of building that has been taking place over the last few years especially with infill. And the plans presented by developers in the pipeline. Clarification required from SODC

20. So strong agreement by the attendees we DO NEED control especially to preserve the identity of the village. NOTE was taken by all that Retirement Homes come under a different remit so can be built over and above the 5%. Again query with SODC as to why?

21. Shiplake Cross is not represented on the committee. It would be good if this could be addressed.

22. The villages are dissected by the busy A4155. It will be always be a problem, especially as the School/Nursery/Memorial Hall are in Shiplake Cross the lesser populated part of the Village. Option therefore to link and manage the road issue physically or stay separate.

23. Long discussion around the table as to who would initially take on the defined tasks that had been outlined by Peter. More sub sections will of course follow when we see more what is required for the *Plan.* Agreement reached per allocations below.

ITEM	LEAD PERSON(S)
1. Draft questionnaire for public – what they want to see Shiplake(s) look like	David B David P
2. A). Possible Development sites/opportunities	James John Peter
B). current applications/applications since 2011 and current status	Charlotte Susan Emer
3. A). Review of SODC documents/guidance plus review of 3rd party documents and guidance on NP's	Charlotte Susan Emer
B) Monitoring emerging local plan, white papers and stat changes/emerging items	Charlotte
4. Available Data in public domain eg Highway Reports, Flooding Reports, Housing Stats etc	Charlotte Susan Emer
5. What type of Housing is required by the market, plus Housing needs survey	Peter + team/ Volunteers
6. Available infrastructure and plans for infrastructure and capacities plus accessibility review/survey	Volunteer Needed
7. General local research eg future of Plowden, Vehicle Workshop, Keith, Corner Shop, Station/Rail, Bus services, Road proposals. Other local services and businesses	David + team/ Volunteers
8. Education and capacities/demand and supply	John
9. Team to engage with SODC Planners and Henley and Harpsden Council and Parish Council.	TBA
10. Volunteer to put together and manage/maintain template of draft plan	Charlotte
11. Initial draft of programme/milestones and maintenance/monitoring	John
12. Landscape setting / Green Infrastructure report	Buy in Volunteer to manage
13. Strategic Environmental Assessment (if needed)	TBA
14. Invitation/liaison with Neighbourhood Planning Officer from SODC 15. **Post meeting addition** : Impact of social trends	Susan Will

We could not *volunteer* absent members.

They can put themselves forward at the next meeting or/and we will find other actions needed

19. There was so much to discuss in a first meeting re:- our thoughts for 2032

it was decided to have a BRAINSTORM in advance of the next monthly meeting

THE MEETING ADJURNED AT 1015pm

NEXT MEETING:-

BRAINSTORM for 2032 - Please bring to the meeting your ideas for the village and what makes it special to you and all.

Time :- TUESDAY 21st FEBRUARY 7.30pm
Location :- Shiplake College Morning Room (coffee/tea provided)

Minutes circulated, discussed at meeting and approved

PB 21 Feb 2017