

**DRAFT MINUTES OF THE MEETING OF THE NEIGHBOURHOOD PLAN  
STEERING GROUP**

**at the Goring Parish Council Offices on Monday 14 March 2016**

Present: Chairman David Wilkins, Stephanie Bridle, Michael Stares, Tom Rothwell and 1 member of the public

**1. Apologies**

Apologies were received from Nigel Gilson and Andy Best

**2 Declarations of interest**

None

**3. Public Forum**

John Boler enquired about progress on deciding how the sites will be scored against the criteria and by whom. He was concerned that value judgements may be applied by members of the committee.

TR replied that each stream would review objectives, measures and policies consistent with objective assessment, followed by an open and transparent review of all streams in order to normalise standards against each site for compliance.

JB suggested an independent outside assessor to judge objectivity.

DW said that, at this stage, the committee had not decided to adopt or exclude the services of a public figure but such a person would necessarily have to have a good understanding of the aims and processes involved in the development of a Neighbourhood Plan. In any case the Steering Committee clearly had a central role in the process though this did not preclude the participation an independent individual.

JB noted that a high level of fairness and transparency was required and suggested that the Committee ask the Chief Planning Officer of SODC who would be well qualified and independently – minded to chair a one- day workshop for this purpose. SB and TR pointed out that the CPO would be responsible for the conduct of SODC's review of the final plan and for that reason would not be a suitable member of the body determining which sites should be proposed for development.

MS added that a consultation process would take place after site selection and that the Committee would then justify its decisions in the public domain. At that point it would be possible for objections to be made if it was felt that due process had not been followed. Moreover, all decisions will go through the process of approval by the GPC, SODC and the Examiner.

SB has asked the Returning Officer of SODC if the Committee will be involved in setting up the referendum. She also asked JB to reassure any inhabitants of Goring who are concerned about the transparency of decisions made.

<p>TR completed the discussion by adding that the explanation of this process would be the most important aspect of the next public forum.</p>		
<p><b>4. Minutes from previous meeting</b> The minutes of the last Steering Group Committee meeting held on 25 January 2016 were approved unanimously.</p>		
<p><b>5. Matters arising</b> Those members present agreed that in future in the interests of transparency the GPC would be asked if it would be possible to publish all minutes in draft format on the website until they are formally approved at the following meeting.</p>		
<p><b>6. Chairman's report</b> The Chairman's report summarising the period from 25 January to 5 March is available on the website. It was accepted unanimously.</p>		
<p><b>7. Reports on Working Group Activity from 25 Jan to Village Consultation 5 March</b> TR's report is available on the website. It was accepted unanimously.</p>		
<p><b>8. Timetable for actions from 5 March</b></p> <p>TR said that the 4 page questionnaire on site criteria was in the process of being printed by Goring Press. 10 volunteers would fill the envelopes which will be distributed to 2727 households during the weekend of 19/20 March, to be returned by 10 April. The results will be scanned and processed electronically to extract the data.</p> <p>MS, on behalf of the Committee, congratulated TR and his team on a great job.</p> <p>DW asked whether there were other significant areas to be addressed, especially in design and format. He suggested personalised name badges.</p> <p>TR said that the planning for the next consultation needed to start immediately, that the 4 evidence gathering websites which have collected evidence and are developing policy will have identical and consistent stands at the next consultation. More communication and marketing is required, including more information in the Goring Gap News.</p> <p>TR proposed a marketing person who might be willing to help.</p> <p>SB suggested that David Bermingham approach the Amenity Association as well as younger groups of the village in eg the Football Club and the</p>		

Social Club.		
<p><b>9. Village Consultation 18 April</b></p> <p>MS added that it is necessary to show evidence behind the policies, that material for the Consultation needs to be lived up. The next meeting should be dedicated to the Consultation.</p> <p>SB suggested that John Howell, MP, be invited to the Consultation – agreed unanimously.</p>		
<p><b>10. Finance</b></p> <p>DW had submitted a revised budget to the Goring Parish Council although the overall sum is the same. An initial grant application had been made to SODC and there were currently discussions about a second grant under Locality.</p>		
<p><b>11. AOB</b></p> <p>There was no other business.</p>		
<p>The meeting closed at 21.20. The next formal meeting is on 9 May at 20.00 in the Council Offices.</p>		

*[Handwritten signature]*

MIKE STARR

*[Handwritten signature]*

J.A. WILKINS

May 2016