**Committee Meeting**

**7.30pm, Tuesday 26 January 2016, Children’s Centre**

**MINUTES** DRAFT

**Present**

Justine Glynn (chair)

Penny Frost

John Goddard

Petra Braun

David Williams

Helen McNally

Geoff Bond

**In attendance**

Siriol Davies (Co-ordinator)

Chas Warlow

Chris Ruse

1. **Apologies** were received from Jean Loveland, Danielle Coleman, Brian Willman, Andree Frieze, Lisa Fairmaner and Sarah Tippett.

2. **The minutes of the Committee meeting of 15 December 2015** were approved.

3. **Matters arising**: DW reported that it is possible to co-opt 3 members a year. He had spoken to Dr Julian Bradley about attending as a health representative, but he was not keen on Tuesday meetings. He has not yet approached the pharmacist on Ham Parade.

4. **To agree to dedicate the Neighbourhood Plan to the memory of Andrew Beedham**

All were agreed on this motion, but as the meeting was not quorate it was deferred to the next meeting.

5. **To co-opt Chris Ruse to the Committee** - as the meeting was not quorate, it was decided to approve this motion by email. SD to organise.

6. **Policies for review before workshops**

**Housing**

This policy had been circulated before Xmas but only one comment had been received. Everyone on the committee is invited to send comments to LF one week before the next committee meeting (i.e. by 16th Feb); housing to be on the next agenda.

Comments included the following:

The recommendation should be not to exceed 3 storeys, except in special circumstances, because this has been the long-standing pattern, except in Ham Close, where there are some 5 storeys already. New 5 storey-buildings along the road there would be unacceptable.

The section on CIL needs to be kept up to date; it’s good to have a ‘shopping list’ if money becomes available.

Fears that the NP was ignoring Ham Close, although it is the biggest local issue. Our text may be overtaken by events; the council may try to do their plan before the NP is published. It will be necessary to update it.

There is local demand for 4-bed properties, arising from regulations about children sharing bedrooms etc. How much detail can be specified re. layouts, as 2 bed flats are so expensive to rent and flexible options are needed. Can we specify numbers of bedrooms, affordability? This comment to be passed to LF and CB.

Character and housing closely linked. Eugene Dreyer suggesting a more zonal approach.

**Sustainability**

Some residents may be reluctant to follow the green agenda, however the policy is based on policies already accepted by LBRuT and the London plan. It is aspirational and the workshop will give people a chance to put their views. People need to be asked if they would accept sustainable housing which may be more expensive. Some felt the policy should be more radical. CW explained that we can’t go beyond government policy, but can endorse zero carbon. The new mayor may have an impact.

There was a query on the riverside, but CW explained that the policy is more about the built environment than open space. Solar panel targets were queried. Some areas have restrictive rules about positioning of panels. Kew and Ham Football Club is a good example of solar panel use, as are some of the schools.

Covenants are legal rather than planning issues.

Should waste and recycling be mentioned i.e. how to make these successful; especially difficult in flats.

A definition of ‘sustainability’ might be useful; specialist terms or acronyms are best explained in the text, rather than having a glossary. The structure of each section should be consistent (e.g. starting with background etc)

Plain English and diagrams or pictures to illustrate points, plus examples in boxes, will help those with poor literacy. There should be short, accessible summaries for each policy before a more detailed text.

Re. supporting quotations from the public - these need to be representative of a significant number of residents, rather than being the views of one or two individuals.

Water tanks and also water butts can be very effective at reducing water consumption.

Text should make clear the difference between encouraged and enforced.

Comments need to be sent to JG by the weekend (end January).

7. **To review the transport and opportunity areas consultation meetings held in January**

**Transport**

Justine Langford had sent a report on the main concerns which came out of the workshop i.e. congestion on A307 which delays buses, traffic and parking connected to schools; the 3 cycle routes proposed were equally popular.

**Opportunity Areas**

No report was yet available on this.

8. **To receive and discuss the latest draft of the Opportunity Areas policy**

The authors did not attend, but they will be asked to circulate their amended version.

9. **To be updated on the financial position**

JGd reported that £5k had been received from LBRuT and there was currently £4,950 in the account. BWn and JGd are working on a grant application from the DfE; they are researching available funds.

10. **To be updated on developments regarding Ham Close**

JG explained that the decision has been delayed. LBRuT/RHP have met HAG and HUG so far. A meeting is scheduled for the forum on 10th February in Ham library. JG was keen for members of the committee and plan drafting team to attend especially those that haven’t attended other similar meetings in a different capacity.

11. **To be updated on a potential consultant for the Forum**

LF has someone in mind with the relevant expertise. The cost would be £5-6k and the work would take 8-10 working days. Their role would be to check compliance and see that the different contributors are all speaking with one voice. This work needs to take place after all workshops have taken place and revised policies have been approved by the committee, i.e. end of June at the earliest.

It is not necessary to follow a tendering process as the expense is not large; the total £15k received from the council is much less than the cost of a village plan. It may be possible for an alternative planning expert to be selected from the Planning Advisory Service if LF’s choice is not available.

12. **Any other business:**

SD mentioned the Village Groups Forum on 16th February in case of interest. The agenda is not yet known.

The deadline for responses to the local plan consultation is 1st February. SD to send reminder to committee to submit comments.

GB raised the question of mobile phone masts which may be controversial but poor reception is detrimental to home workers, as are low internet speeds. The expansion of local schools is an issue which needs to be looked at also.

13. Date, time and place of next meeting – 7.30pm, Tuesday 23 February 2016,

Children’s Centre

The meeting closed at 9pm.