



Wallingford Neighbourhood Plan Steering Group

Minutes

Thursday 10th August 2017, 2.00pm Wallingford Town Council Offices

Attendees:

Rachel Rae – Project Manager WTC

Cllr Adrian Lloyd

Cllr Maureen Norton

Cllr Rob McGregor

Paula Lopez – Town Clerk

The meeting started at 2.15pm.

1. Welcome

1.1. Cllr Mick Kidley sent his apologies.

2. Minutes from last meeting

2.1. Minutes from 19th July

The minutes were approved.

3. WNP Status

3.1. Chair

It was agreed that Cllr Maureen Norton would take over as the new chair of the WNP.

Cllr Norton stressed the need for more councillors to help with the neighbourhood plan as the current three members cannot carry on with the volume of work.

The two new councillors have expressed an interest in helping but won't be signed in as new councillors until 4th September. However, the new councillors will have a lot to take on in their new roles.

3.2. Working Group chairs

Cllr McGregor is the chair of the Amenities, Retail, Tourism and Leisure working group. Cllr Lloyd will continue to chair the Housing and Education, Health and Environment Working Group whilst Cllr Norton is chair of the Steering Group. The Project Manager will check with Cllr Holland and Cllr Kidley as to who is chairing the Economy and Employment Working Group and the Transport Working Group.

RR

3.3. Consultants

Cllr Norton and the Project Manager are meeting with Ricardo Rios from SODC to discuss the NP process. The Project Manager will feedback to the Steering Group at the next meeting.

RR

4. Vision and objectives - sign off

The Steering Group agreed to sign off the vision and objectives.

5. Site assessment validation meeting – 7th September / 13th September

A new meeting date for 12th September has been scheduled. The aim is finish the validation process by the end of September. The Project Manager will ask Ricardo at SODC about the best way to carry out the process.

RR

6. Timescale / Budget

6.1. Priorities / Timeline

The Project Manager will update the timeline and deadlines table and circulate it.

RR

6.2. Next steps

The Project Manager suggested that cllrs get involved with specific tasks, if they are unable to commit to joining the Steering Group.

RR

7. Communication / Correspondence

Cholsey NP circulated an email. The Project Manager will forward the email to Cllr Lloyd.

RR

8. Future meetings

Tuesday 5th September at 10.30am

Tuesday 19th September at 10.30am

Tuesday 3rd October at 10.30am

Tuesday 24th October at 10.30am

9. AOB

Another site promoter has asked for a meeting with the SG. It was agreed to invite them to attend at 11.30am on 5th September.

The meeting finished at 3.05pm.