

**MINUTES** of the meeting of the **Hungerford 2036 Project Team** held on Thursday 27<sup>th</sup> September 2018 at 7.00pm in the Library, Church St, Hungerford

**Present:** Clerk, Geoff Greenland (GG), Tony Drewer-Trump (TDT), Denise Gaines (DG), Richard Hudson (RH), John Downe (JD), Chris Scorey (CS), Karen Caulfield (KC)

1. **Note apologies** - Janette Kersey (JK)
2. **Agree last set of minutes of 6th September 2018 and update on actions from last meeting not included in the agenda**– *Minutes agreed as true record subject to amendment to read ‘title’ at top of second page.* **Action:** It was agreed Plan-ET should be invited to the joint meeting on 15<sup>th</sup> October. **Action:** DG will report on H2036 at Full Council on Monday. It was suggested the best time to contact Cala to discuss the Salisbury Road site will be once we receive the detailed planning application and details of what the community wish for the site can go in the H2036 plan. Density is a consideration as WBC has allocated a particularly low density for the area. 40% affordable housing has been offered. Site allocation in future will be decided by H2036 not WBC.
3. **Feedback from training event – (5 mins)** – It was helpful as an introduction although it gave a very positive view perhaps papering over some of the issues. It was a useful suggestion to include reserve sites to future proof the plan. A certain continuity will be required to keep engagement ahead of the Local Plan. Comments from Plan-ET at an earlier meeting were to ‘keep it simple’, start with ‘blue sky’ thinking, do triggers at a later date and we have done too much work too soon.
4. **Update on car parking (Cllr)** – Not discussed
5. **General Call for sites** – Defer to next meeting
6. **Analysis of surveys – Progress with SWOT** – GG has obtained graphs on the data from the smart survey website but has assembled the word clouds himself. It was noted the survey age groupings don’t align with the census age groupings and these need to be amended for the future. What do we do with the postcodes? **Action:** JD to extract postcodes from the data.

There were 2761 comments made in the surveys. If we are going to swot all these, it would be several full days’ work. It was suggested we leave the SWOT for now and just fit the comments into topics. It was asked whether we are building an evidence base without enough land use reference and it was suggested this evidence needs to be pulled in from the Town Plan. **Action:** GG (with the help of KC) will split the work load into seven and allocate to each committee member comments to put against a theme (1-8). The aim is to have something to present at the Trade Showcase on the 18<sup>th</sup> Oct.

A challenge will be reaching all age groups. A series of ad-hoc meetings will be held using triggers and post-it notes to obtain public opinion. **Action:** RH to circulate details of the consultation process carried out by the Town Plan which included community forums, suggestions boxes, and meeting with clubs, churches schools etc.

Ways to collect and record data at these ad-hoc meetings was discussed. A printed post-it note could be used including a space for the person’s postcode and age along with an area for comments. Beer mats could be printed with a similar layout. ‘Input’ would be attending the various clubs/establishments and ‘Output’ would be events held (e.g. at the Town Hall) to

feedback the info collected to the public. Positive ideas 'Suggestions for improvements' could also be collected via the website.

Should the H2036 'Vision' be used as a major prompt at the consultations? KC suggested 'waterways' should be included in the Vision. **Action:** Please send any ideas for amendments to the 'Vision' to TDT by Wed.

#### 7. Consultation events –

- **Branding and display equipment for consultation events** – TDT presented the posters used for publicity at Tesco previously with a view to using them at future consultations.

**Action:** Another poster is needed explaining what a NDP can and can't do.

**Action:** Check with Laila it is ok to use prints of the Area Designation Map for consultation events.

**Action:** Consider using feather flags. 'Instantprint' are a supplier of these. Banners including photos from the Town Plan could be produced.

- **Engaging with theme leaders - Deferred**
- **Presence at Extravaganza and Light Switch on** – It was decided to use the library as a base to entertain children from 7pm onwards during the Extravaganza and during this the parents can be engaged in consultation.

**Action:** DG to see if Kerridge Properties will or can be at the Trade Showcase on the 18<sup>th</sup> Oct.

8. **Agree revised engagement proposals** – (GG) A revised proposal has been produced.

9. **Any updates to Project Programme V8** – (GG) – This will be reviewed after our timetable has been planned.

10. **Updates to Vision 2036 Plan Development** – (TDT) – Amendments have been made.

11. **DONM** – A meeting will be held on Wed 10<sup>th</sup> October ahead of the joint meeting with HTC and Plan-ET on Mon 15<sup>th</sup> Oct.

Meeting closed 9.15pm