

Sandhurst Town Neighbourhood Plan Steering Group Committee.

Minutes of the proceedings of the Steering Group Committee, 20th May 2025.

Venue: - Lakeside Community Hall.

Present: -

Ian Booker (Chair)	IB
Dale Birch (Deputy Chair)	DB
Michael Brossard	MB

Apologies for absence: -

Ashley Bower-Dyke	ABD
Sylvia Trevis	ST

Matters arising: -

There were no declarations of interest recorded.

Previous minutes: - The previous minutes of 16th April 2025 were approved by MB and seconded by DB.

- 1 BFC communications:** - Comments are awaited from BFC regarding the NP screening determination and general pre-consultation regulation 14 comments. IB had recently emailed BFC for a progress report and an approximate date when they expect their comments to be issued. Response awaited.

It was proposed that to ease the process of understanding of potential BFC comments that brief discussions be arranged with BFC Highways and BFC Trees to discuss our proposed policies relating to parking and replacement trees. DB to contact BFC to establish if this can be arranged.

Action DB

- 2 Potential Programme for Rule 14 consultations:** - IB reiterated the comments made within the previous minutes. Regulation 14 consultations are provisionally programmed for mid-June. If this date is achieved, then Regulation 15 submissions could be instigated mid-August.

Regulation 14 preparations: - IB will update the draft NP in readiness for initial comment from the Steering Group before forwarding to Authorities /interested parties.

Action IB

IB will draft related introductory letters to Authorities/interested parties.

Action IB

Formal Regulation 14 notices will be forwarded by email and will utilise the STC email address. DB to liaise with STC such that distribution can be instigated during the summer.

Action DB

- 3 Consultation Workshops:** - A number of Consultation Workshops have been held. Further workshops could be held during the coming months and be programmed to suit demand.

DB to check with STC if any hardcopy requests to attend workshops had been received via the Library or STC's offices.

Action DB

- 4 Stall NP marketing:** - Stall marketing to be instigated and ideally programmed to coincide with events within Sandhurst (primarily Memorial Park) when a large number of Sandhurst residents could be present.

MB to contact STC to obtain a programme of potential public events where it may be possible to have an NP marketing stall.

Action MB

DB to action all matters relating to the preparation of the stalls. This would also include a handout that could be given to stall attendees that summarised the aims and benefits of an NP.

Action DB

- 5 LGS landowner notifications:** - DB confirmed that he had instigated the Monks Hall notice regarding the LGS intentions of some of their land.

DB to use the Land Registry procedure to establish the current owner of LGS map 9 (Waterside) and then contact accordingly.

Action DB

Since the last meeting, following comments at the NP Councillor's workshop, Berrybank Copse in College Town has been added to the proposed Local Green Space designations. It is believed that this land may be in the ownership of BFC. DB to contact BFC to confirm this.

Action DB

- 6 Consultation Statement:** IB reiterated the comments of the previous minutes and noted that he had circulated a draft (work in progress) Consultation Statement to the Steering Group. Steering Group members to add in chronological order all contacts that they had made with those who live, work or have an interest in Sandhurst. They will then include their contacts/comments into the draft word document (preferably in a different colour) such that IB can then finalise a comprehensive statement (circa early August). The Statement will also include all Regulation 14 responses.

The Steering Group were reminded that their inclusions in the Consultation Statement should include: -

- a) All those they have contacted (including those who have not responded).
 - b) Any photographs of public exhibitions/ Stalls etc that can demonstrate the Groups actions to liaise with Sandhurst interested parties.
 - c) Illustrations of notice boards. Together with an example photograph of the notice in a shop window.
- Action All**

- 7 AOB:** - DB noted that an NP response had been received from Turley Planners (on behalf of Bloor Homes) relating to the potential development of land near to Lower Church Road and Wokingham Road. It was unclear as to the precise area of land they had referenced and whether they were landowners or not. They also noted on their response summary that they had a business in Sandhurst. DB (via STC) to respond to Turley in an effort to obtain the queried information regarding the precise land details, their landownership (or not) and their current Sandhurst business. IB noted that a full response to the Turley comments would be included within a future consultation statement, as indeed would be comments to all matters raised by Sandhurst businesses and landowners.

- 8 Date of next meeting:** - Tuesday 24th June 6.30pm at Waterside.

MB to book the room.

Action MB

Post meeting note: - MB has made the comment that BFC Officer Lee Clark had been very helpful in providing information regarding land ownership information and therefore could have the potential to assist with any future land ownership queries.

