

**Minutes of the meeting of Hungerford NP project team** held on Wednesday 6<sup>th</sup> March 2024, 6pm in the Community Room, Fire Station.

Present – Cllr Richard Hudson (RH), Cllr Helen Simpson (HS), Chris Scorey (CS), Cllr Jerry Keates (JK), John Ryder (JR), Cllr Keith Carlson (KC), Cllr Alistair Fyfe (AF), Cllr Claire Winser (CW), Cllr James Cole (JC)., and Town Clerk (TC)

1. **Note apologies** - Denise Gaines (DG)
2. **Agree minutes of 24<sup>th</sup> January 2024** – RH proposed the minutes, seconded by JK, four abstentions, rest in favour. Actions are complete.
3. **Consultation response so far and consideration of further advertising** – We are now consulting on our Draft NDP and the SEA. The SEA is a thorough document and refers to the HRA. So far there has been a low number of responses to the consultation and those received are mainly on-line, with some emails and a few paper responses. We have been made aware that the Smitham Bridge Road area has had fliers put through doors by a neighbour who is encouraging negatives responses to the nearby proposed development. The consultation will be promoted at the upcoming Annual Town meeting and has already been widely advertised on social media, in on-line and paper newsletters, to press, to the mailing list, to over 100 businesses through the Chamber of Commerce, and by posters with QR codes. RH encouraged comments from everyone. Positive comments are welcome too.

**ACTION:** TC will request a front page of the Adviser (if affordable) to promote the consultation further and to print an interview with the Chair of NDP. The allotment provision at Marsh Lane should be mentioned.

**ACTION:** TC will respond to the emails received to say the comments will be added to those received on-line.

4. **Presentation at Annual Town meeting in Town Hall (Wed 20<sup>th</sup> March 5.30pm set up, 6.30pm refreshments, 7pm start)**

**ACTION:** A map of the preferred allocation should be displayed, along with some of the info from the informal housing consultation. We need to emphasize our current position and next steps.  
**Most of the team will be available to attend the Town Meeting.**

5. **Delays anticipated by WBC** – The district councillors are putting pressure on WBC to provide the service in a timely manner or allow the appointment of a consultant for the task. Currently WBC has indicated there will be a delay in responding to our Reg 14 consultation which will not be until the end of July. We presume there will be delays affecting the issue of Regulation 16 which WBC produces.

**ACTION:** TC to chase outcome of district councillor's progress.

It was questioned how soon we can expect replies from other departments in WBC. They have advised they will be able to send us comments received from other service areas of the Council within the formal consultation period.

**ACTION:** TC to copy timeline to WBC and try and line up future dates with them for the final consultation.

**ACTION:** Consider our budget in case it is an option to pay a consultant to do WBC's work.

6. **Strategic Environmental Assessment (SEA) and Habitats Regulation Assessment (HRA) documents.** There is a comment over the lack of work on listed buildings, however this is already covered within statutory documents.

**ACTION:** Request the help of our consultant to prepare our feedback on these documents.

7. **Review the timeline.** We are still on track to finish around the end of the year if WBC can assist when required.

8. **Any other correspondence.**

**ACTION:** TC to refer the Marsh Lane allotments letter to HTC solicitors for advice.

TC advised we need to use up the Locality grant and complete an end of year report. Our consultant will be working on the consultation responses to the Draft NDP and SEA (3 days work) so will need to invoice us for that soon. He has advised Locality will extend the deadline until the end of April for invoices dated in March.

**ACTION:** TC to book consultant work in asap.

9. **Next meeting date** – Wednesday 10<sup>th</sup> April 2024, 7pm in the Community Room, Fire Station

Meeting finished at 6.52pm