

Minutes of the meeting of Hungerford 2036 project team held on Thursday 25th February 2021 virtually on Zoom at 7.00pm

Present – Chris Scorey, Tony Drewer-Trump, Cllr John Downe, Steve Bickell, Chris Bowden, Clerk, Cllr Richard Hudson, Denise Gaines, Cllr Claire Winsor, Cllr Helen Simpson

1. **Note apologies** - Cllr Ellie Yakar-Wells.
2. **Review actions from minutes of 11th February 2021, update on actions from last meeting, not included in the agenda** – Actions completed. **ACTION:** Send info bulletin to the Adviser.
3. **Housing Site Assessments**
 - a. **Approve Site Promoters feedback and Site assessments documents** - A response has been drafted to the promotor’s feedback, this included modifications to correct any inconsistencies.
ACTION: It was agreed the site assessment documents should include a brief description of the site next to the headers for ease of reference.
ACTION: The content of the Final Assessment Document was agreed and that it should be submitted to each promoter.
4. **Site Promoter additional requests for information**
 - a. **Site “Issues”** –Each promotor will receive a letter to accompany the site assessment document that contains the additional comments. The promotors will be advised this is the final assessment and they will be asked to consider highlighted issues. Specifically, we will ask for mitigation of negatives and how this could be achieved.. All the sites and site assessments will be put forward to the residents through public consultation along with the mitigation measures that the promotors have been asked to complete.
 - b. **Site opportunities re Aims and Objectives** – Mitigation measures may include major landscape issues, screening, and environmental standards. It was agreed that all promotors will also be asked to consider submitting smaller parts of their sites for development or providing opportunities for wider community benefits. **Letter and timescale to be requested** –
ACTION: Draft an individual letter to each promoter. It was agreed the first part will be individually tailored and consist of bullet pointed mitigation requests. The content described in 4b above will form the second part of each letter. Each point will be linked back to **specific aims and objectives referred to by number**.
ACTION: The draft letters should be circulated to the team for comment before sending out.
A draft of the mitigation measures for each site was shared with the team. Each of these were discussed in turn to ensure no points were missed and to consider any amendments.
ACTION: Consider improvement of and connection of pathways, sustainable drainage, pedestrian safety, community greenspace or woodland (a potential for biodiversity) and allotments as additional mitigation measures.
ACTION: SB to contact WBC for info on their strategy for low carbon.
ACTION: CS to find out what additional screening may involve.
Other relevant current and future references include HQM, new building regs, new Local Plan, and Future Homes Standard 2025 of which the first phase is due 2021 and the second phase 2025.
The potential sites or new proposals requested from the promotors will be a work in progress.

ACTION: It was agreed to send out the documentation and invite them to attend a Zoom meeting giving them approximately 4 weeks to reply.

5. **Correspondence** – A few letters have been received from members of public enquiring about site promotion and town improvements. Responses have been sent. The team felt they should not become involved in commercial enterprise and that is the concern of the Chamber of Commerce. However, we may wish to consider a more concentrated area within Hungerford for business. This can be incorporated in the NDP as a condition which would be referred to each time a relevant planning application comes through, such as a change of use. It was suggested a retail study would be needed to quantify reasons for the choice.
6. **Public Consultation on Sites – Timing and Method** - It is hoped to have physical consultations in May/June, reaching those without technology. 17th May was suggested as a start date

Meeting ended 8.50pm