

MINUTES of the meeting of the Hungerford 2036 Project Team held on Tuesday 29nd January 2019 at 7.00pm in the Library, Church St, Hungerford

Present: Clerk, Tony Drewer-Trump (TDT), John Downe (JD), Chris Scorey (CS), Denise Gaines (DG), James McMahon (JM), Geoff Greenland (GG)

1. **Note apologies (1 min)** – R Hudson
2. **Agree last set of minutes of 21st January 2019 and update on actions from last meeting, not included in the agenda - Clerk (1 min)** – *TDT proposed the minutes of 2nd January, seconded by DG, all in favour. TDT proposed the minutes of 21st January, seconded by DG, all in favour.*
3. **Vacant position of chair** – GG is stepping down as joint chair as he is moving house. JD agreed to join TDT as joint chair.
4. **Consider any feedback or correspondence from:**
 - **Hungerford Town Council** – None since the joint meeting
 - **Members of the public** - Pro Vision Planning requested detailed info from the survey. This is a large amount of work to prepare as it would require heavily redacting to remove personal information. The long-term aim is to have the info in the public domain, but this is early in the process.
Action: Consult Planet for advice.
5. **Approve latest Report to Full Council -Action:** JD will create a report for Monday advising the PT has addressed the comments made at the joint meeting and aim to publish the document to the wider public shortly. Date TBC.
6. **Councillors Consultation Comments Review**
 - **Amendments to Aims and Objectives** – It was agreed Cllr comments can be incorporated now where possible. Some of the comments are relating to detail and will be noted to be assessed at the next stage. The spreadsheet of councillors comments was read through and a column of actions was added. PlanET's comments were also considered. Many of these refer to some of the objectives being aspirations. To address this JD has drafted a narrative to be added to the beginning of the A&O document. **Action:** JD to circulate narrative to all members.
Comment BH3 was agreed and changes are to be made to objective 3 and a slight change to objective 1. Comments BH11, BH13, BH18, BH19 were agreed and changes to wording agreed. **Action:** CS to update the A&Os as discussed.
 - **Publication of Aims and Objectives** – The aim is to have this published next week.
 - **Agreement of Narrative** – **Action:** CS to review and amend.
7. **Master planning next steps** – Deferred to next meeting
8. **Project programme – Review and adoption – Action:** Clerk to check the website reflects the programme and action any changes. The PT agreed to adopt the Project Programme.
9. **Project Risk Register - Review and Adoption** – The PT agreed to adopt the Project Programme.
10. **Representatives required for:**
 - **TVLEP meeting 25/2 6pm** – DG and JD to attend.
 - **Meeting Date NHS South Central Commissioning Body** – Hungerford Surgery is not owned by NHS but privately. Is the concern over a lack of doctors or premises? It was agreed it is important to speak to the surgery and local contacts first before contacting the CCB.
 - **Mapping Training - Attendance Sat 9 Feb** – TDT is booked but needs to cancel as has no PC.
Action: Clerk to cancel his place and ask for further dates.

11. **Spending of current grant** – Clerk advised any unspent Locality grant will need to be returned at the end of the financial year. However, this will not affect us obtaining the whole of the £17k grant should we require it. Prior to April we should book and pay for venues using the grant money.
12. **CIL - Payments and Projects** – **Action:** Clerk to circulate CIL info.
 - **Criteria - Ranking of Projects/Aspirations** – Not discussed
 - **Cala - re timing of development and increased CIL to Hungerford/LDP Timing** – A Neighbourhood Plan needs to be in place before the higher 25% CIL is available
13. **Set dates of next few meetings** – Meetings were agreed for Wed 13th Feb, Wed 13th March and Wed 27th March. Venues to be confirmed.

A meeting will take place tomorrow about the planning of the Town Meeting. H2036 wish to have a display at the Town Meeting and consult on the A&Os. **Action:** Look at purchasing an aerial photo of Hungerford as part of the display.

Meeting closed 9.20pm