

Minutes of the meeting of Hungerford 2036 project team held on Wednesday 4th January 2023 at 7pm in the Fire Station Community Room, Hungerford

Present – Denise Gaines (DG), Chris Scorey (CS), Cllr Richard Hudson (RH), Cllr Helen Simpson (HS), Cllr Keith Carlson (KC), Cllr Jerry Keates (KC), Cllr Ellie Yakar-Wells (EYW), Cllr Alistair Fyfe (AF), Town Clerk (TC) and John Ryder.

John Ryder introduced himself as a chartered civil engineer and community developer. He is happy to help and join H2036. He was welcomed to the team.

ACTION: All were encouraged to submit a response to the Local Plan Review 2022-2039 Consultation open soon.

[Local Plan Review 2022-2039 Proposed Submission \(tracked changes\) \(westberks.gov.uk\)](https://www.westberks.gov.uk)

ACTION: Write a letter of thanks to former co-chair and team member Cllr John Downe for a fantastic job and contribution to the H2036 NDP.

1. **Note apologies** – Jon Shatford, Steve Bickell, Cllr Claire Winser
2. **Agree minutes of 23rd November 2022** – HS proposed the minutes, seconded by KC. Two abstentions from members who were not present at that meeting.
3. **Update on actions from last meeting -**
RH has updated the timetable amending the dates as necessary.
RH converted the scope of works to a brief, and TC sent to five planning consultants.
TC has published the power point presentation updated by Cllr Downe.
4. **Update from recent call with WBC – Umrah.** TC confirmed the WBC team are not able to complete site assessments, but it is possible they could appoint this work to Umrah who is working for them on a consultancy basis.
ACTION: TC is awaiting a phone call next week firstly to clarify if this is possible, and if so what the timetable of works and cost would be.
Other alternatives include appointing our own consultant or carrying out the site assessments ourselves.
CS stressed the need for the site assessments to be completed on the same basis as previously and the preference would be through WBC accepting that funding to WBC would need to be provided by H2036. The original sites that were assessed have been tabulated and published and the process would be to extend that table to include the new sites.
5. **Consider responses to tender for consultation work** – Two responses were received from the tender invite. A third was dismissed as the costs were too high. RH was thanked for preparing a spreadsheet comparing the responses and scoring them on several factors. The result was in favour of Navigus Planning.
ACTION: The Team agreed to decide by feeding back to the TC by Tuesday giving time for everyone to have seen and read the tender response.
6. **Outcome of second call for sites** – A number of responses have been received in response. RH had tabulated these. Some had been previously presented.
ACTION: Look at all previous sites put forward to see which of these have previously been assessed to avoid duplication of work.
Delivery of smaller/affordable houses is key using the mix laid out in the draft local plan. The overriding principle is protection of the AONB.
7. **Any other correspondence** - None
8. **Next Meeting Date** – 7pm Wed 18th Jan 2023 Fire Station Community Room (booking TBC)
ACTION: Invite Navigus to our next meeting.
ACTION: Look at demarking of the High Street, industrial areas and brownfield sites
ACTION: Review the timeline
Meeting closed 8.30pm.