



Email: [info@ottershawforum.com](mailto:info@ottershawforum.com) Website: [www.ottershawforum.com](http://www.ottershawforum.com)

## **ONF SC Meeting Minutes, 31st March 2022 – Runnymede Room, Ottershaw VH 7pm**

- 1. Those Present:** Nigel Eastment(NE), Julie Last(JL), Thomas Gundacker(TG), Gemma Pickett(GP), Jane Tilley(JT), Brian Williams(BW), Hannah Lane(HL), Bob Oliver(BO).
- 2. Apologies:** Ash Hayward(AH).
- 3. Minutes and Notes** of meeting held on 17th March 2022. The minutes and notes were accepted without amendment.  
It was agreed to keep only 1 set of minutes in future with actions as required.  
There would be no separate notes.
- 4. Election of SC Officers**  
Chair – Julie Last Vice Chair – Jane Tilley  
Treasurer – Bob Oliver Vice Treasurer – Gemma Pickett  
Secretary – Thomas Gundacker  
  
Ash Hayward was nominated as Vice Secretary. Ash to confirm he is prepared to take on role.  

**ACTION: ASH**

  
Amanda to continue as Membership Secretary.  
Meeting Minutes - Nigel Eastment.  
All nominations were approved unanimously.

### **5. Communications:**

Survey – Would now be extended for 2 weeks, closing 10<sup>th</sup> April. TG confirmed the website had been amended. **Afternote: Members e-mail sent & post added to ONF FB Group.**

TG had been in discussion with school head. A drawing competition was in hand.

BO stated that it was too early to decide if a third survey will be required.

BO briefed the proposed 3 analysis methods for the survey publication and to inform our vision and objectives. The SC approved the approach. The SC would have several review points during the process.

The initial analysis team was determined. BO(lead), JL and BW. Analysis for survey results publication would be produced by 17<sup>th</sup> April. Vision and objectives work would be produced soon after.

**ACTION: BO, JL, BW**

Community Event 26<sup>th</sup> March.

Schools – TG – Although close to capacity, the school is only 30% filled by children from our immediate area. Most children travel to school from out of the area. More local development, with more local children could reduce traffic. The issue was one of local population size rather than school capacity.

BO suggested we also need to assess capacity in other local schools. Our local schools are primary covering ‘infant’ and ‘junior’.

TG - The head and governors are interested in getting more feedback for and working with the ONF – can combine it part with school projects and expressed lots of interest in getting involved. They could also help with a survey designed for the children.

JL stated we had insufficient time to get a flyer out to all in time with the survey. This should be noted for future events of this kind.

HL Reported that Thorpe had attracted 400 to a public event. Their Forum minutes are attached to a regular Parish notice which may have helped. HL would contact TNF for information.

**ACTION: HL**

NE proposed we need to generate some key messaging to assist with engagement and proposed local concern about SLAA sites and the forthcoming LP. It was agreed that this theme associated with housing across the borough and in our NA was significant and should be used as a continuous theme to advertise the Forum.

**JT** Proposed a brainstorming session on our communication campaign for the next meeting. This was unanimously approved.

BO stated that inputs were awaited from RBC and our consultants which would inform the brainstorming session.

BW reported 38 had attended the event. He noted that Badging would be useful for SC.

**ACTION: BW to produce ONF Badging**

It was confirmed that Berkeley Homes attended the event and are now the owners of Great Grove Farm area and have option on the Otter Nursery Land. They could legitimately join the forum as they are now landowners.

It was agreed that future events would benefit from improved presentation and layout.

Housing Design Preference.

27 inputs had been received. Main dislikes were flat roofs and grey brickwork. Main likes included contrast brickwork, feature hung tiling and attractive gabling.

The pictures could be sifted down to encourage comparison of similar structures, 3 storey, semi, terrace, street scenes. This should include examples from outside our NA and include modern sustainable designs.

It was suggested we could do a survey on-line. In a series of small sections or include regularly as a part of our messaging approach.

**6. Planning Apps and representations - Hannah**

EIA has gone in for Ottershaw East. It was agreed it was essentially the same as the original Richborough one. As that had been accepted it was agreed SC would not comment.

JT asked what has happened with Travis site. BO replied 1 application has failed (noise) – 2 further applications are going in (one retail, one residential) and also an appeal on the first. This multiple approach was due to the developers concern over the time taken.

Murray Road Residents Assn. 'SUS' had circulated a note re a meeting on Friday Night. JT to email that majority cannot attend at such short notice.

HL reminded the SC that the SCC planning committee date for the roundabout is 27<sup>th</sup> April. **Afternote: The meeting will proceed with minimal support for Ottershaw G8.**

**7. Finance.**

BO reported that main grant monies would be repaid by RBC this week. The ONH Plan for 22-23 was due by 31<sup>st</sup> March. The main grant application would be submitted by 8<sup>th</sup> April.

**8. IT/Website WG.** TG requested that this topic was included as a regular agenda item.

## 9. Studies and Support.

Housing Needs. An initial response to our concerns over key elements of the report including house prices and NA boundary had been received. A more detailed follow up from AECOM was awaited. BO confirmed that our comments should be able to be addressed.

Design Codes. ONF comments on V2 draft were now due. BO to recirculate a Draft report and comments for final review. **ALL** Response required. It was confirmed that this would not be the final version.

**ACTION: BO**

BO confirmed that he was working on bringing ONH back into the support process.

## 10. Upcoming Plan Activities (next 3 months).

- Vision & Objectives resetting. (April)
- Strategy review & how we progress to mitigate risks. (April)
- Second Survey Analysis. (April)
- SLAA & Site Allocation initial investigations.(April)
- Plan 1 Policy Definition. Working with ONH. (May/June)

BO was progressing with creating a list of policy areas which may produce topics and areas for policies. This would be handed to nominated policy group leads for development and brought to the SC for review.

It was felt that even if topics are not covered in the current local plan we should proceed as if we can include topic not currently covered. RBC or examiners could reject the input for Plan 1 but if we do the work now it will be in place for fast implementation under N Plan 2.

- A320 PA Outcome support.(May)
- AECOM HNA Review and redraft. (April)
- Design Coding. AECOM DC Draft V2 Study Review/approval.(April)
- Design Coding. Code application to Character Areas.(May/June)
- Design Coding . ID Policy Gaps.(April-June)
- AECOM HNA Final for review (June)

HL reported that the first draft of RBC's Local Plan will be for initial public consultation in September 2022. This would not include site allocations.

## **AOB.**

It was reported that Ottershaw Surgery are talking to Vistry about the potential of a surgery in the Ott E development, which could provide more space for them. It was

agreed the SC should engage with the surgery to discuss and share issues. BO would extract medical data from survey and produce a draft presentation for SC review.

**ACTION: BO**

GP to be added to Facebook as an Administrator. **JL to INFORM CARL. Afternote. Actioned 1 April.**

GP agreed to create an Instagram account.

**ACTION: GP**

TG to add new new officers and the constitution to website. **Afternote: Completed 1 April..**

AGM minutes would be added to website in a 'DRAFT' format.

**ACTION: TG**

BO proposed the 'Vision Working Group' should now be closed. All future vision changes would all be proposed by BO with evidence to the SC. Objectives and other VWG business would all be managed directly through the SC. This was unanimously approved.

**Date of Next Meetings** – Thursday 14<sup>th</sup> April, Thurs 28<sup>th</sup> April

JL to check future dates.

Meeting Ended at 9:25.pm.