

# **Stratfield Mortimer Parish Council**

## **Minutes of the Neighbourhood Plan Steering Group Meeting held at Methodist Church Hall, Mortimer on Tuesday 4 November 2025 19:30**

### **Steering Group Attendees**

Joanne Emberson-Wines – Meeting Chair (JW); Tennant Barber (TB); Bob Coe (BC); Neil Kiley (NK); Doug Overett (DO); Jayne Todd (JT); Sallyann Taylor (ST – Minute Taker)

### **1. Apologies**

Graham Bridgman (GB).

### **2. Declarations of Interest**

None were declared.

### **3. Approval of Minutes of Last Meeting**

The minutes of 21 October were agreed with no amendments.

### **4. NDP and Reserved Land**

DO reported that we are still waiting for the planning application for the reserved land.

### **5. Public Consultations comments/NP Policies**

TB and BC reported they had gone through all the comments from public consultations and in depth discussions were then held by the Steering Group to decide whether to include them in the policies or not. The following policies and documents were reviewed and changes agreed.

- Design codes and a document listing 'Rural Design Characteristics'
- Climate Change
- Community Energy
- Employment, Facilities and Services
- Natural Environment plus paper on Lighting Safety Considerations
- New policy 'Site Allocation' if West Berkshire Council asks us to build more houses.

It was agreed that once policies are finalised ST will create an announcement thanking the Community for their comments and uploading the comments without names.

***Actions: JT, BC, ST***

### **6. Next steps**

- JT to finalise the policies and put them in the correct format.
- NK to finalise the scope of works for a planning consultant to check the draft NP. ST to check with the Clerk whether we can use a specific contractor as we used them before (continuation of service as per the Procurement Regulations). If so The Clerk to approve. Send policies to WBC after the consultant has finalised them. Once, planning consultant found TB and BC offered to liaise with them and have regular review points to ensure we stay on track. The idea would be to use the same planning consultant up to examination point.

- We also need to start writing the NP itself.
- Anticipate Regulation 14 to start Dec/Jan and will take 6 weeks. ST to check whether we need to take anything to the next Full Council meeting for sign off. Regulation 14 has to be paid for by the Parish Council.
- Regulation 16 to start beginning of February with the aim for the NP to go to the examiner at the end of March.

***Actions: TB, BC, JT, NK, ST***

## **7. AOB**

We need to include the addendum policy to the NP relating to cross border development. TB will review.

JW suggested we have meetings every two weeks for now.

Add an item to the agenda for 18 November for an update from the Basingstoke and Deane Local Plan SG.

***Actions: TB, JT***

## **Close**

Meeting ended 22:00

Next meeting 18.11.2025 at 19:30 at Methodist Church Hall, Mortimer.