

# Minutes from Central Windsor Business Neighbourhood Forum

5 September 2014

Harte and Garter Hotel, Windsor

## Present:

Dermot Whelan (Chairman) Westbeach Group  
Paul Roach (Secretary) WETP  
Mike Brown (Dep. Secretary) WETP  
Ian Jones (Treasurer) Cinnamon Cafe  
Phil McMichael WDC  
Jane Carter Resident  
Laura Rheiter (RBWM),  
David Jessey John Goodwin  
Julian Gill Bar Yello  
Alexander Jessey John Goodwin  
Trevor Robinson WNP  
Ingrid Fernandes Legoland  
Dermot Degnan Legoland  
Louise Lewis Limes  
Stephanie Methven Limes

Sue Kemp Legoland  
Chris French French Bros  
George Bathurst WLR  
Geoff Knapp Ice  
John Bastow WNP

## Apologies

Sue Watts Windsor Royal Shopping  
Maggie Reeve resident  
Abigail Kirkwood Royal Collection  
Kerrin Walker Vision Express  
Sally Stevens resident  
Claire Milne WNP  
Debbie Smith Hair In Xs  
Chris Stevens Resident

## Welcome and Introductions

### Apologies – As above

### Minutes of last meeting

1. Agreed.

### Matters arising

2. RBWM Cabinet meeting on 21 Aug 2014 approved the following;
3. Two neighbourhood area designation : the new "Central Windsor Business Neighbourhood Area" (CWB Neighbourhood Area) . This is an enlarged area to include the river front through to Windsor Leisure Centre, Bath Island, the railway arches and Vansittart Estate. There would also be a Windsor Neighbourhood Plan. See map of areas at [http://www.rbwm.gov.uk/web/pp\\_neighbourhood\\_plans.htm](http://www.rbwm.gov.uk/web/pp_neighbourhood_plans.htm)
4. Central Windsor neighbourhood area as a business area.
5. Forum designation for the "Central Windsor Business Neighbourhood Forum" (CWBNF).
6. Ref: <http://www.rbwm.gov.uk/meetings/>

### Aspirations and Themes for Town Centre Plan

7. Introduction by Chairman followed by a short presentation by George Bathurst (GB). Phil McMichael (PMc) then introduced himself and his inclusive vision for a 5 star Windsor such as encouraging visitors to stay longer, providing a better experience for all, bringing Peascod St and St Leonards Rd up another level. Good for residents. Good for visitors. Good for business.
8. Views from those present were welcomed.
9. Ian Jones (IJ) added three points; preventing business going under, looking at troughs, looking at the mix of retailers.
10. John Bastow (JB) noted that there was nothing in the introduction that he could argue with. JB reiterated how important open spaces are to many residents.
11. Trevor Robinson (TR) said he didn't disagree with anything and was encouraged that everyone was working together.
12. GB noted; strong complement of views across interested parties, open spaces are protected by law, Alexandra Gardens had potential to be bigger open space.
13. David Jessey (DJ) noted; the quality of the town is important to all, businesses don't want to alienate residents, lots to do, Windsor can thrive with quality.
14. (AJ) noted; technology has an important role to play.
15. The Chairman expressed that it was great to have retailers and other office based business (employers) present. He totally supports a balance of open space and development. He summarised the 7 keys stages of neighbourhood planning through to the independent examination and referendum. Chairman will attach this summary. Currently seeking clarification on who can vote.
16. JB commented to be mindful what would happen if there is no plan.
17. Chairman summarised the function of neighbourhood planning in the overall planning process. It will be a cornerstone document that will last for 15-20 years.
18. JB stated it was the intention of the Windsor Neighbourhood Forum (WNF) to submit both Neighbourhood Plans together as previously agreed. "Two documents but one plan for Windsor." Chairman agrees on record that the intention is there to work on parallel timetables and needs to be flexible and realistic – ie if either has a long delay it can't expect the other to wait if they are ready to progress to submission and referendum.

### Communications

19. Paul Roach (PR) described how it was essential to ensure messages are passed on to all interested parties (Businesses and Residents).
20. PMc noted there needs to be a significant evidence base to go alongside the plan. He also noted there are several hundred residents who live inside the CWB Neighbourhood Area as well as several hundred businesses and thousands of employees. Together they constitute all age groups.
21. PMc states the aim is to have a draft plan by 18 November (Vision Day) and a final plan in the new year. JB reminded that the date for cabinet was February 2015.
22. Chairman stressed the need to adopt a communications strategy and formal communications group.

### Budget

23. Chairman expressed his wish to raise a flag that some things are not cheap eg. Strategic Environmental Assessments (SEA).
24. Laura Rheiter (LR) explained that grants may be available including money from the previously disbanded forum. JB noted one grant needs to be used by 31 December. LR stated that this deadline could be amended.
25. LR also stated that the plan would need to be screened before the need for an SEA is decided. Chairman believes that given the scope of the opportunity it would need an SEA.

### Membership confirmation

26. Chairman to be advised by RBWM who is eligible as there was a question regarding; rate-paying businesses, non-rate paying businesses and residents.
27. PR stated the need for postcode addresses for all interested parties (esp. businesses) to ensure they are eligible for membership within the boundaries of the clearly defined neighbourhood area.
28. Jane C (JC) noted that there were not many residents represented. PR noted that there were residents on the membership list. Chairman expressed his wish to have more residents included. JC noted that the current constitution does not allow residents to be members (following consultation). Chairman stated that this can be debated and "we're not closing the door". He also noted that communications can be improved but also, that residents can't be dragged to meetings and the intention is to be as open as possible.
29. JB noted that some businesses in the arches were not aware of the forum. JC noted that the website showed emphasis on business. Chairman understood the concerns, thanked GB for spending his own time on the website and agreed it needs to be fine tuned to reflect more fully the aspirations of the group. GB asked JC for further suggestions to make the website more inclusive.
30. PMc extended his hand to the WNF to sit down to investigate economies of scale eg. Communications, surveys etc.
31. Chairman encourages skills to be shared. He states that the steering group currently has 5 members but is open for others to put their names forward.
32. Plan to create a steering group and volunteers were needed for this.(NB. members of the steering group can only be voting members of the forum). Anyone interested should contact DW.

### Any other business

33. Chairman indicated that due to expected work load that there was a requirement for support and PM had suggested he was prepared to share joint deputy chairman position with Jutta Staude. All agreed that position was necessary and PM was duly voted in.
34. LR stated she has a copy of the adopted Ascot Plan for all groups as an example. JB stated that this was a "good document". Trevor R (TR) said it was worthwhile to see the Inspectors analysis.

### Date of next meeting

35. 8.30am on 3 October (AGM) at Harte and Garter Hotel, Windsor
36. Further dates; 7 November, 5 December, 9 January 2015