**[Windsor 2030](http://cwnpb.org/)**

Queen Charlotte - Tuesday 20 June

7pm Steering Group

**Present**: Sally Stevens, Sue Watts, George Bathurst, Paul Roach, Sandra Orlando

**Apologies**: Cllr Shelim, Phil McMichael, Cllr Rankin, Dermot Whelan, Roz Goldstein

1. **Minutes of the last meeting**
2. **Matters arising**
	1. SW to forward GB and PR design guide for WRS centre.
	2. SO reported back on meeting with GB. CABE no longer exists just the Design Council who offer guidance and reviews on larger projects. GB suggested use of the Princes Trust guide lines as an alternative process that big designs should be put forward to be assessed as and when they arise.
	3. Need to get a view on this from Dermot with his planning expertise and GB to provide details of other design guidelines.
3. **St Leonards Road meeting**
	1. PR to go back to Cllr Shelim about another date and venue in St Leonards Road. Possibly look at an earlier start time and or another day than Tuesday. Look at the Firestation. Or Windsor Grill aim for mid July.
4. **Communication**
	1. Comms received on an update on the position and the update on the forum minutes. Friday went up on the website.
	2. Received copy of minutes from the affordable housing committee meeting last month. SS to forward to group.
	3. Economic health stats required for the town centre. PR to forward to SS
	4. No member of group had received notification of planned meeting with Cllr Dudley and planning. PR to check email.
	5. Up coming events section needs to be update and all items to have dates.
5. **Policy Document**
	1. GB has made contact with writers and getting an update and feedback to be received on Friday for the next meeting.
	2. PR pick up on the flickr account to get images .
6. **Finance Update**
	1. NO update on accounts – PR to check sue watts payment of £41.00.
7. **Any other Business**
	1. Heritage Zones - GB to write up and go through application form.
	2. SO has forwarded some initial responses on the heritage zone which will need to be acted on quickly to met the deadline. Email to partners who may be included – ie. Windsor and Eton society. PR
	SS available this coming Friday possible but PM and GB to discuss labelling maps. Firestation.
	3. SS to request a schedule of attendance of our meetings and those cancelled due to low attendance.
	4. Whilst effort has been made to recruit more members there is concern over attendance and contribution to steering group meetings by officers of the group. This is a crucial time for the group which needs to ensure that the plan is moved quickly to its conclusion.