

CHINNOR 2031

NEIGHBOURHOOD DEVELOPMENT PLAN

Notes of Meeting NOM-17

Steering Group Meeting No.17

Date & Location: 13 January 2016, Chinnor Parish Council Offices 7.00pm

Rev 1: FOR COMMENT

Attendees, Introductions, Apologies and Announcements

See Attendance List (attached).

1. Minutes for Steering Group Meeting 16: approved and signed

<p>Meeting Purpose The purpose of this meeting was to set out what can be reasonably included in a Draft Plan in line with what information and work is available and secondly the preferred style of Plan.</p>	
<p>2. Basis and Objectives for Draft Plan AA set out the proposed Draft Plan content section by section</p> <ol style="list-style-type: none"> 1. Introduction to Chinnor (PHB to forward R.Dobbs write up to AO for retyping) 2. The Plan should recognise what the Community has told us and evidence that has been gathered covering: <ol style="list-style-type: none"> a. Launch Event comments which have been consolidated onto the website by Task Leaders (ZB with Task Leaders) b. Vision & Objectives survey results (SA with RR) c. Business survey (commentary only) (AR) d. Young People (commentary on work so far with schools and by CPC) (GB with PH) e. Housing Needs Survey preliminary results (JH) f. Housing section (covering all sites with current planning permission (by AA/CC) and process by which short-listed preferred sites have been decided.(AA) g. Site Policies for each short-listed site (AA) h. Green Spaces & Environmental (following walkabout by AA/CMcG with LB/AB of Greening Chinnor on 13Jan) i. Safeguarding Community Facilities (AA will identify and draft policy) j. Local shops and their sustainability (AA with AR) k. Employment and diversification of local businesses, home-working , tourism & leisure (walking, cycling) (LL) l. Conservation Area and design of new buildings, suitable building materials & styles (BF) <p>CC confirmed that this list of contents would comply in general with SODC requirements for Local Plans.CC also advised that SODC policy is to not define settlement boundaries but proposing one is not excluded from a NP.</p> <ol style="list-style-type: none"> m. AA advised that the Plan should identify priorities for spending future CIL monies, e.g. <ol style="list-style-type: none"> i. Traffic improvements ii. Car parking improvements, particularly in front of the shops iii. Creating cycle routes and pedestrian ways 	<p>PHB,AO</p> <p>ZB, IW,JH,CMcG SA,AR AR GB,PH JH AA,CC AA</p> <p>AA,CMcG with LB,AB AA AA,AR</p> <p>LL BF</p> <p>IW,CMcG with PH (for CPC)</p>
<p>3. Site Evaluation report following walk-around of potential Preferred Sites, 13Jan AA summarised his opinion from a planning inspector's point of view on the short-listed sites</p> <ol style="list-style-type: none"> a. CHI-7: junction of Mill Lane and Estover Way (A2 Dominion Developments, 78 dwellings). This site fits into the landscape. Road access would potentially require a mini-roundabout. b. CHI-8: corner of Mill Lane and Thame Road (Bloor Homes, 71 dwellings). This is a good site providing that improvements are made to Thame Rd/ Mill Lane crossroads such as a mini-roundabout or offset junctions. Access to the new site from Mill Lane at the west end of the site should be considered. c. CHI-9: Thame Road old garden centre (Bellway Homes, 39 dwellings) brownfield site fitting well into village structure d. CHI-20: Glynswood (Taylor Wimpey, 80 dwellings) is to be the Reserve Site. The Draft Plan will explain the current position re this site and what assumptions have been used. <p>The CHI-9 site at Thame Road old garden centre (Bellway Homes, 39 dwellings) is allocated so will</p>	

CHINNOR 2031

NEIGHBOURHOOD DEVELOPMENT PLAN

<p>count towards the overall total. So the Plan in essence proposes 2 new sites with a further one as a Reserve site.</p> <p>IW initiated a discussion on the merits of a bypass road from the north end of Estover Way around the north side of the Mill Lane sites to join Thame Road. Several comments have been received from residents about this. The discussion was inconclusive as there are both merits and demerits. It was noted that Estover Way was designed so that houses do not front onto it.</p>	
<p>4. SEA/Sustainability Analysis Screening Opinion</p> <p>A request needs to be sent to SODC asking that SODC carry out a screening opinion on the emerging Plan. AA will provide text to PB so that a letter can be sent to SODC to advise them of what is in the Plan. CC advised that the Draft Plan should contain just a screening statement at this stage. If, as seems likely, an SEA is required to comply with EU legislation, then this will be added to the final Plan with a Sustainability Analysis that is proportional to the Plan proposals.</p>	<p>AA,PHB</p>
<p>5. Formatting for Draft Plan report</p> <p>The report will be prepared in MS Word following the example format of the Wollaston report and using Arial font, 10 point for text, 12 point for headings. PH will ask Bob Minter (Parish Councillor) to assist with graphics. MC will compile a dossier of suitable photos. Steering Group members are asked to review their personal photo galleries for suitable Chinnor photos to assist MC.</p>	<p>All PH MC + All</p>
<p>6. Community Consultation Timetable</p> <p>The Draft Plan Consultation with the community is on 6th Feb in The Village Centre. There will be an Extraordinary CPC meeting on Monday 8th Feb at 7pm where the agenda will be set for “release of the Draft Plan to the community for consultation”. This will permit any late changes before the Draft Plan is made available on websites during the week of 8th Feb and sent for printing (which will take 5-10 working days). Gladman will be informed in advance of the appeal on 16th Feb as soon as release of the Draft Plan has taken place during week of 8th Feb and appeared on the CPC website.</p>	<p>PH</p>
<p>7. Informing the Community</p> <p>The community needs to be informed about release of the Plan, how to obtain a copy (both online and paper copies will be available) and how to make comments (either online or written via drop-boxes) during the consultation period. An information sheet will be inserted into the January issue of The Pump and delivered to households. The information sheet will also be put on websites and Facebook.</p> <p>(Post- meeting note: Linda Cameron informed and information sheet prepared and sent on Friday 15th Jan for printing. Printed copies to be with Linda Cameron for insertion not later than pm Wednesday 20th Jan)</p>	<p>PB</p>
<p>8. Vision and Objectives Survey</p> <p>PHB reported that the response rate has been approximately 10% including 47 online responses from Survey Monkey.SA assisted by RR have agreed to analyse and report the results.</p>	<p>SA, RR</p>
<p>9. Budget- Grant Applications</p> <p>SA has agreed to assist PHB and LF with preparation of the grant applications to Locality and the Big Lottery Fund</p>	<p>SA</p>
<p>10. The meeting closed at 9pm.</p>	
<p>11. Future Meetings</p> <p>Next meeting of the Full Steering Group is on Wednesday, 27th January 2016 at 7pm, provisionally in the COMMUNITY SPORTS PAVILION. The next meeting after that is on 2nd February at 7pm in the Pavilion.</p>	<p>ALL</p>

CHINNOR 2031

NEIGHBOURHOOD DEVELOPMENT PLAN

Attendees			Apologies		
	CNP	SODC / Other		CNP	SODC / Other
Cllr. Pat Haywood	X		Cllr. Charles Rownton-Lee	N/P	
Cllr. Susan Ashdown	X		Andrew Henderson	N/P	
Andrea Oughton	X		Charlie Herd	N/P	
Anna Reynolds	X		Geoff Bamford	X	
Brian Fagan	X		Cllr. Lynn Lloyd	X	
Chris McGuire	X		Philip Wright	N/P	
Ian Wadsworth	X		Sarah Phillips	N/P	
Jacqui Sturt	X				
John Haywood	X				
Marius Ciortan	X				
Peter Brook	X				
Ruth Ruddock	X				
Zena Baker	X				
Charlotte Colver		X			
Andrew Ashcroft		X			

CC:

Liz Folley (CPC) (LF)

Written by: Peter Brook
16th January 2016

Approved:
Date: