

CHINNOR 2031

NEIGHBOURHOOD DEVELOPMENT PLAN

Notes of Meeting NOM-07

Rev1: FOR COMMENT

Steering Group Meeting No.7

Date & Location: 14 September 2015, Chinnor Parish Council Offices

Attendees, Introductions, Apologies and Announcements

See Attendance List (attached). The meeting was chaired by Pat Haywood in the absence of Chairman and Vice Chairman.

Charlie Herd was welcomed to the meeting .

Terry Dillon, Sarah Murray and Bridget Le Huray have resigned from the Steering Group. Vice-Chairman position is now vacant.

Approval of Minutes

Minutes for Meeting No.6 approved and signed

Matters arising

The meeting on 5 August had to be cancelled because unforeseen events prevented both Vice Chairman and Secretary from attending.

TD provided an email response to his action points from previous meeting (email dated 26th Aug)

Feedback from SODC Planning Conference-2 Sept 2015: Attendees from CNP were Ruth Ruddock, John Haywood and Bridget le Huray. RR and JH have prepared Conference Notes and SODC will be issuing slides for all presentations (post-meeting note: RR and JH reports and SODC presentations are available on the Onedrive in a single folder of the Public area of the Onedrive).

BG advised that the SODC presenters at the conference were people that we can contact for advice and guidance in those topics. If advice is required on other topics, contact BG for best contact name in SODC

JH described the methodology proposed by SODC for site assessment.

SODC stated that the Woodcote NP model is still the recommended model to follow. The SODC NP Toolkit issue date is still not confirmed but may be in September. **(ACTION: BG to confirm release date)**

Future Communication and Events strategy: The following points were made during this discussion:

- Agreed that we should order banner(s) and flyers **(ACTION: MC to reissue quotes so that these can be approved and ordered)**
- Agreed that we should adopt a strategy of drip-feeding new information and developments to the residents to keep their interest live.
- Forthcoming village events will be entered on the CNP mailbox Outlook calendar**(ACTION: ZB)**
- Clubs and organisations in Chinnor will be identified and approached directly **(ACTION: RR)**

Task Leaders: Roles & Setting Plan Objectives

- Local Economy, Business and Shopping (LL agreed to approach Chinnor Buzz members to ask for a representative. (Post meeting note- Anna Reynolds from Shapers has accepted)
- Wellbeing- Health, Young People, the Elderly. Task Leader position is not confirmed. (TD has approached Derek Luxton at the Village Centre). RR to check interest of Bob Colwell who previously volunteered to join the Steering Group since he has not attended any meetings. **(ACTION: RR)**
- Community Living & Village Life: JH has taken on the Task Leader role for this topic
- Consultation Coordinator Role (RR): RR is drafting the Communication and Engagement Strategy. SODC have provided a contact list for Chinnor organisations which PHB has forwarded to RR
- It was agreed that Bob Dobbs should be asked to be our resource to provide data about Chinnor. **(ACTION: PHB/ZB to write to BD)**

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- The Task Leaders Work Flow Diagram was reviewed and agreed. Task Leaders were asked to review residents' feedback from the Launch Event and prepare a Plan Objectives summary for their area following the Woodcote NP format for the next meeting. **(ACTION: All Topic Task Leaders)**
- CH will provide an example of the ranking exercise done for Headington which we can present to residents at a workshop. **(ACTION: CH)**

Housing Survey (Task Manager TBA)

This was due to be kicked off in August. TD has made contact with ORCC (Tom McCulloch). SM was to manage this but has now resigned. It was agreed by PH therefore that a single source quote from ORCC should be obtained to try to move this activity on as quickly as possible. The Steering Group will review and decide on questions. **(ACTION: PHB to request WIP from SM and follow up contact TD made with ORCC)**

Sustainability Analysis (Task Manager TBA)

The draft Sustainability Appraisal Procedure was due for kick off in August. BG will be the SA "tutor". This task is currently on hold following SM's resignation and awaits a Task Manager nomination.

Task Leaders Reports

ZB is typing up CMcG's Launch Event feedback comments onto the website

Secretary's Report (PHB):

Three communications have been received:

1. CPC are meeting with Oxford County Council and Thames Water to discuss the potential impact on Chinnor infrastructure of the large number of houses that could be built in Chinnor if all the current planning appeals go through (total of circa 500 houses). SA will report back to the Steering Group of the outcome of these meetings. IW wishes to attend the meeting with Oxford CC as this involves Highways and also the meeting with Thames Water. **(ACTION: SA/IW)**
2. Email from Beryl Guiver to Terry Dillon on 28th July 2015 re Planning Applications and CNP (distributed with meeting papers). BG advised that Chinnor has been allocated 159 dwellings in the Core Strategy. However the Core Strategy is being updated and may require that an additional 6000 houses are built in Oxfordshire by 2031 in which case Chinnor's allocation will increase. Release date for the revised Core Strategy is January 2016.
3. Residents feedback from Flower & Produce Show collected by CMcG (scanned and distributed post-meeting)
4. Letter from Bruce Crawforth with feedback arising from Launch Event (scanned and distributed post-meeting)

Financial Officer's Report (SP):

No report

Any Other Business:

Steering Group membership update: The membership list has been reviewed following the adoption of the new organisation so that inactive members could be removed from the distribution lists. It was noted that Andrea Oughton and Heather Ballard whilst not participating in Steering Group meetings have offered to assist with specific admin and secretarial tasks if requested to

Planning Application by Gladman for land at rear of Lower Icknield Way: Planning Appeal scheduled for February 2016

Date of Next Meeting

The October meeting will take place on Tuesday 6th October at 7:00pm in the **CPC Council Offices**.

The November meeting will take place on Tuesday 3rd November at 7:00pm in the **CPC Council Offices**.

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Attendance List @ Meeting No. 7

Cllr Lyn Lloyd	
Cllr. Pat Haywood	CHAIRMAN
Cllr Susan Ashdown	
Andrew Henderson	
Beryl Guiver (SODC)	
Beth Teal (SODC)	APOLOGIES
Bridget le Huray	RESIGNATION
Charlie Herd	NEW MEMBER
Chris McGuire	APOLOGIES
Geoff Bamford	APOLOGIES
Ian Wadsworth	
Jackie Sturt	
John Haywood	
Marius Ciortan	APOLOGIES
Peter Brook	
Ruth Ruddock	APOLOGIES
Sarah Murray	RESIGNATION
Sarah Phillips	APOLOGIES
Terry Dillon	RESIGNATION
Zena Baker	

Not at Meeting

Cllr. Charles Rownton-Lee
Cllr. Anthony Atkins
Bob Colwell
Maria Lundgren-Butler
Mike Bellamy
Sandie Hoyes
Tom Hoyes

CC:

Liz Folley (CPC) (LF)

Written by: P H Brook
27 September 2015

Approved:
Date: