

CHINNOR 2033

NEIGHBOURHOOD DEVELOPMENT PLAN

Notes of Meeting NOM-38

Rev 1: FOR APPROVAL

Steering Group Meeting No.38

Date & Location: 29 March 2017, Community Sports Pavilion 7.00pm

Attendees, Introductions, Apologies and Announcements

See Attendance List (attached).

Meeting Purpose

Progress review

<p>1. Welcome, Apologies, Announcements & Approval of Minutes</p> <p>Pat welcomed everyone to the meeting. Pat read out Peter Brook's letter of resignation from the Chinnor Neighbourhood Plan Steering Group, effective from 14th March 2017.</p> <p>Peter was in attendance and spoke from the public gallery. Peter added that since resigning he had met with Andrea Oughton and a smooth handover had taken place.</p> <p>The Steering Group thanked Peter for all his hard work and the contribution he had made to the Chinnor Neighbourhood Plan to date. His knowledge and commitment to the Plan would be sorely missed.</p> <p>It was proposed by Sue Ashdown and seconded by Brian Fagan that Andrea Oughton be appointed Secretary to the Steering Group. This was approved unanimously.</p> <p>The Minutes of Meeting NOM-37 were approved as a correct record of the meeting and signed.</p>	
<p>2. Approval of Terms of Reference</p> <p>Minor amendments to the Terms of Reference (ToR) for the Steering Group had been made and sent to Chinnor Parish Council Clerk for discussion at the Parish Council meeting on 20th March 2017. The changes to the ToR included:</p> <ol style="list-style-type: none">1. The Steering Group name on the document headers and in the ToR text has been updated to Chinnor 2033 as this is now the stated period of the District Local Plan.2. Section 3 - has been updated to reflect the current status of the Plan following Submission and the forthcoming tasks for the Steering Group.3. Section 4 - clarification to membership numbers and what constitutes a quorum. This brings the ToR into line with the current reality of Steering Group membership.4. Section 6 - increased the amount under Powers Delegated to the Parish Clerk to £250 to expedite expenditure approvals during the Community Engagement phase. Also following the Parish Council meeting on 20th February 2017 para 6.7 makes it clear that two Parish Councillors shall be present at meetings held to agree contracts or payments. <p>The proposed amendments to the ToR were approved. Andrea agreed to send an electronic copy of the ToR to members of Steering Group.</p>	<p>AO</p>

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<p>3. Feedback on CNP Consultation</p> <p>No feedback had been received from SODC on the CNP Consultation – Pat said she would check with the Parish Clerk. Robin confirmed that Nick McGurk had been appointed as the Examiner by SODC for the Chinnor Neighbourhood Plan. Nick McGurk was the Examiner for the Thame Neighbourhood Plan. The Steering Group felt this was good as he would already have an understanding of the area.</p> <p>A letter had been received from Oxfordshire County Council and was available in the generic mailbox. It was a comprehensive letter containing details about education.</p>	
<p>4. Emerging SODC Local Plan</p> <p>Pat Haywood had attended the Pre-Launch meeting of the latest draft of the SODC new Local Plan – the Second Preferred Options Consultation would run from 29th March to 17 May 2017.</p> <p>Housing figures had been calculated on a 15% growth from 2011 plus historic Core Strategy allocations, minus any commitments. Chinnor had done well from this and was shown in the draft document with a -74 housing figure. This was in line with the ‘shutters up’ approach to any future development in the village in the Chinnor Neighbourhood Plan.</p> <p>Proposed housing growth in Chalgrove, Culham and Berinsfield had taken the weight off other areas in the District. Proposals included by-passes and a bridge over the Thames. 300 houses were proposed for the old Oxford Brookes site at Wheatley and there was still a significant amount planned for Didcot.</p> <p>Discussion took place on the figure of 467 shown in the Commitments Column for Chinnor and how SODC had arrived at the figure, this needed clarification. Lynn would ask the Parish Clerk to contact Ricardo at SODC to find out how the figures were calculated for each site.</p> <p>SODC were holding four drop in events; Didcot – 1pm to 7pm on 5 April; Wallingford – 3pm – 7pm on 7 April; Thame (Barns Centre) – 10am to 4pm on 8 April and Henley – 10am to 4pm on 22 April 2017. Everyone was encouraged to respond to the consultation giving their views.</p>	LL/LF
<p>5. Community Engagement</p> <p>Andrew reported that the first draft of the wording for the website had been agreed and was being sent to Blooberry. Work was now progressing on the messaging which may change once the responses to the Chinnor Neighbourhood Plan consultation were known. It was important to get this right and explain what the Neighbourhood Plan could and could not do, highlight the work done to date on traffic, encourage people to look at the Plan as a whole and include last minute fine tuning to include the Examiner’s comments.</p> <p>There was a positive story to tell, the Chinnor Neighbourhood Plan is a good Plan for the village, and commentary will include the Policies and Action Points.</p> <p>An appointment with the drone company has been arranged for Thursday 6th April. Andrew and Nick would provide an update / presentation at the next Steering Group meeting.</p>	AW/ND

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<p>6. Matters Arising</p> <p>Brian Fagan reported that he had made a start on the analysis of the traffic data gathered from the survey. It was very complex and due to other personal commitments Brian had not managed to complete it yet. The final analysis would serve as a baseline for future studies.</p> <p>It was suggested that a snap shot be taken annually to help build a picture. The traffic group should prepare a report which could then be taken to Chinnor Parish to consider.</p> <p>It was noted that Lloyds Pharmacy was to hold a consultation evening on 10th April at 6.30pm in the Village Hall.</p> <p>Patients at Wellington House Practice had received correspondence inviting them to respond to a consultation on the suggested merger of the practice with Trinity Health Practice in Thame due to take place in October 2017.</p>	BF/SM/ ND
<p>7. Future Meetings</p> <p>Next meeting of the full Steering Group is on Thursday 27th April at 7pm in the Community Pavilion.</p> <p>Note this is a change of date from that agreed at the meeting (3rd May 2017) due to the Community Pavilion not being available.</p>	All

Attendees			Apologies		
	CNP	SODC / Other		CNP	SODC/ Other
Cllr. Pat Haywood	X		Chris McGuire	X	
Cllr. Susan Ashdown	X		Marius Ciortan	X	
Brian Fagan	X		Nick Draycott	X	
Cllr. Lynn Lloyd	X	X	Andrew Henderson	X	
Andrea Oughton	X		Zena Baker	X	
Maureen Dyroff	X		Andrew Ashcroft		X
Ruth Ruddock	X				
Roy Page	X				
Cllr. Robin Williams	X	X			
Andrew Winterbottom	X				

CC:

Liz Folley (CPC) (LF)

**Written by: Andrea Oughton
17 April 2017**

Approved:

Date: