

CHINNOR 2031

NEIGHBOURHOOD DEVELOPMENT PLAN

Notes of Meeting NOM-19

Steering Group Meeting No.19

Date & Location: 2 February 2016, Chinnor Parish Council Offices 7.00pm

Rev 2: FOR APPROVAL

Attendees, Introductions, Apologies and Announcements

See Attendance List (attached).

Announcement

CPC Office have relocated temporarily in the Sanderum Centre in Oakley Road (next door to Co-op) as the hand-over of the new Community Pavilion is delayed and is now expected during w/s 8 February 2016.

Meeting Purpose

To finalise arrangements for the Draft Pan Consultation event on Saturday 6 Feb 2016.

<p>1. Minutes for Steering Group Meeting No.18 approved and signed (Proposed SA, seconded CMcG)</p>	
<p>2. Draft Plan Progress Review Compilation of Draft Plan: The Draft Plan is completed at Version V3. Quality of Plan is good and is fit for purpose. PHB to circulate copy to all Steering Group members and volunteers. AH asked that the version number be included in the footer. Site Assessment AA reported that the site assessment in Appendix 5 is done on the basis of Landscape Impact, Accessibility and Sustainability. Plan start date: AA confirmed that the start date has been agreed as 1 April 2012. Therefore the Plan will take credit for all houses built since then providing they are built on a development larger than 12 dwellings. Provision of Reserve Site: The Reserve Site is CHI 20 Glynswood/Greenwood Meadow. This is nominated to cover 3 possible eventualities: <ul style="list-style-type: none"> a. An increase in the figure in the SODC Local Plan in the number of houses to be built in Chinnor. b. To cover the event that even though the number of houses to be built remains at 159, one of the sites in Mill Lane proves unsuitable for development due to unforeseen circumstances c. It is decided that the Reserve Site should be held for future development after 2031. Mill Lane/ Thame Road Site CHI 08: The policy for this site will require that road and parking improvements are made as part of the development.</p>	<p>PHB/AO</p>
<p>Photographs for Draft Plan: It was decided to limit the number of photographs in the Draft Plan, only using a photo for the cover sheet. Bob Minter has declined to help with graphics design of the Plan. AH is supplying prints of photographs for the Community Consultation.</p>	<p>PH AH</p>
<p>Policy Maps: CC has been advised by AA where policy maps are to be inserted in the Plan. Maps will be supplied in jpeg and pdf file formats. It is essential that maps are available for view by the Parish Council when the Draft Plan is endorsed on 8 February. PHB to inform CC</p>	<p>PB/CC</p>
<p>Parish Council Meeting 8th Feb: PH and SA will propose/second that CPC endorse the Draft Plan</p>	<p>PH/SA</p>

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<p>3. Issuing the Draft Plan on 11th February: The issued version of the Draft Plan should include Policies Map that reflects what the Parish Council endorsed at the meeting on 8th February</p> <p>Issuing Procedure: Transmittal letters need to be available on 11th February to Gladman (by special delivery and email) and to statutory and local bodies (email only). CC to confirm list of consultees. ZB will put the link for Draft Plan on the CNP website and LF/ JW to put the link for the Draft Plan on the CPC website following receipt of approval to release the Plan.</p>	<p>PHB/CC ZB/LF/JW</p>
<p>4. Community Consultation Day, 6th Feb ZB has prepared the plan for the format of the Consultation Day and the rota of helpers. SP will be the coordinator on 6th Feb as ZB is not available.</p> <p>PHB to ensure reference and evidence documents are on hand at Q&A Table should residents wish to view them. Helpers assigned to each table need to become familiar with what is in the Draft Plan prior to the event. PHB to ensure everyone has prior sight of Draft Plan Version V3.</p> <p>Reminder: Residents will not be allowed to take copies of the Plan away from the event but should be directed to look at the CPC and CNP websites following release on 11th February. This is after the Plan has been endorsed at the Parish Council Meeting on 8th February. Printed copies of the Plan will be available at the designated drop box locations from 22nd Feb</p>	<p>SP</p> <p>PHB All</p> <p>PB</p>
<p>5. Any Other Business SEA/SA Screening Opinion: A request has been sent via CC to SODC asking that SODC carry out a screening opinion on the emerging Plan. Response is awaited. It is likely that SA/SEA will have to be done as a priority action by a specialist. AA advised that there are 3 consultants who can do this work and that a typical budget cost is £3,000 for an SEA/SA.</p>	<p>CC</p>
<p>6. The meeting closed at 8.55pm.</p>	
<p>7. Future Meetings PH/AA/PHB will meet on 11th February at 7pm at PH's home address to discuss Gladman appeal (starts 10am on 16th February in Thame Town Hall).</p> <p>Next meeting of the full Steering Group is on Wednesday, 24th February 2016 at 7pm, in the VILLAGE HALL COMMITTEE ROOM (upstairs), Church Road.</p> <p>First meeting in March is on 9th March in the New Community Pavilion at 7pm</p>	<p>PH/AA/PHB</p> <p>All</p>

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

CC:

Liz Folley (CPC) (LF)

Written by: Peter Brook
22 February 2016

Approved:
Date: