

CHINNOR 2031

NEIGHBOURHOOD DEVELOPMENT PLAN

Notes of Meeting NOM-25

Steering Group Meeting No.25

Date & Location: 13 June 2016, Community Sports Pavilion 7.00pm

Rev 2: FOR APPROVAL

Attendees, Introductions, Apologies and Announcements

See Attendance List (attached).

Meeting Purpose

Progress review

<p>1. Minutes for Steering Group Meeting No.24 approved and signed. (proposed SA; seconded ND)</p>	
<p>2. Announcements and Introductions Announcements: Nick Draycott has kindly taken over the role of Financial Officer from Sarah Philips who has withdrawn from the position for family reasons. Introduction; Maureen Dyroff was welcomed to the meeting and to the Steering Group</p>	
<p>3. SODC Local Plan development update</p> <p>The SODC Local Plan is about to reach the Preferred Options stage and will be released for consultation on 27 June with a revised housing supply target and distribution as a working assumption for consultation purposes.</p> <p>SA/PHB/PH/LL attended a briefing meeting for Parish Councils and NP Groups on 31 May at Milton Park, Didcot. SODC has arranged a community drop-in session to inform and consult with residents in the Chinnor Village Hall on 12th July (See item 5 below)</p> <p>CNP Next Steps LL stated SODC's wish that CNP press on as quickly as possible with the Plan based on the allocation proposed by SODC in the LP Preferred Options for numbers of new houses allocated to Chinnor. This is a minimum allocation which the NP must accommodate.</p> <p>Key decisions to be taken to progress the Chinnor Neighbourhood Plan are:</p> <ul style="list-style-type: none">• Overall housing allocation and locations• More detailed examination of site options• What else should be included in the Plan <p>CNP can start to draft the Consultation Statement and Basic Conditions document starting from the work done so far. Task Leaders need to focus and develop their individual group objectives in line with the overall Plan objectives and avoid recycle. If resources are lacking to make this happen then this should be stated so that extra resources can be brought to bear. AA will assess what outside resources are needed</p> <p>The Plan needs to be updated to take account of the sites in Chinnor that have now been given planning approval following the High Court ruling and other sites that have been approved. The status of the AD Dominion site in Mill Lane needs to be re-examined. Similarly account needs to be taken of Persimmon's intention to develop the site between the Taylor Wimpey and Cemex sites. Larger developments yield more CIL monies which will allow better quality development and fund benefits that can be to the good of Chinnor as a whole. The Bloor site on Mill Lane/Thame Rd is the only site that has gone beyond outline permission into a detailed planning stage (Post-meeting note: SODC Planning Committee Meeting 16 June: RESOLVED to delegate authority to grant planning permission to the head of planning for application P15/S4257/FUL, subject to the completion of the Section 106 agreement and conditions).</p> <p>AA will draft out a project action plan based on what sites have been approved and</p>	<p>AA</p> <p>AA</p>

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<p>what additional sites are available/might be needed. Discussion on the Project Plan activities was deferred whilst AA completed this review.</p> <p>It was noted that sites in the Plan have to be available, i.e. the landowner wishes to sell. Any public land, when sold, has to be sold to the highest bidder.</p>	
<p>4. SEA and SA</p> <p>It is anticipated that an SEA for Chinnor is not required. Historic England has advised that Policies can be written to cover environmental issues. The SEA process should not be repeated if sites have been screened previously by SODC. See Task Group report (Item 6) for further discussion</p>	
<p>5. SODC Drop-In Event, Village Hall, 12th July 3pm- 7pm</p> <p>This is an event arranged by SODC as part of the Consultation on the Local Plan Preferred Options Stage. It is not an event about the Neighbourhood Plan. CNP will man the Reception Desk with the purpose of establishing which streets residents who are attending the event live in.</p> <p>CNP will not be accepting comments on the Neighbourhood plan at this event. All comments on the Local Plan are to be directed to SODC.</p> <p>ZB will be arranging manning the desk. Other CNP members can assist but must have been briefed in advance of what to say (i.e. have attended this Meeting No 25). PHB will provide photocopies of the CNP news release that has been prepared for the June issue of The Pump and other media. This should be handed out to residents attending the event. PHB to arrange printing</p> <p>It was agreed that Name badges will be worn identifying members of the CNP Steering Group present at the event</p>	<p>ZB</p> <p>PHB</p>
<p>6. Task Group Reports</p> <p>Site Assessment and Environmental Group – Leader: JH</p> <p>Warborough have recently produced a Site Assessment report which CC will forward to CNP as a go-by example. The use of aerial survey photos (e.g. Google Earth or photos by drone) was suggested as a way of evaluating how new developments will sit in the Chinnor landscape and interact/ inter-relate with the rest of the village. SODC's GIS system includes an aerial survey picture layer. CC will forward copies of Chinnor satellite views</p> <p>Infrastructure (including Raw Water/Sewage)- Leader: JP Task Group members (SA,PH,BF,ND) plus Parish Councillors will meet with Mark Matthews (TW) on 14 June at 2pm. RP is unable to attend and has provided a written submission of questions relevant to the situation at Henton for this meeting</p> <p>Traffic, Cycling and Pedestrians- Leader: BF 2nd Interim report issued to all Steering Group members. AA is to be asked to review the findings in this report</p> <p>Young People & Schools- Leader: GB Nothing new to report this month</p> <p>Business Leader:- AR Business survey responses have still not been processed. LL will check if AR can</p>	<p>CC</p> <p>CC</p> <p>SA,PH, BF,ND</p> <p>AA</p>

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<p>continue as Business Group Task Leader or if a new leader has to be found.</p>	<p>LL</p>
<p>7. CNP Resources</p> <p>PB reported that CFO has provided a further proposal following on from CFO's proposal made last September. CNP may wish to delegate some tasks to CFO in order to overcome lack of suitable resources within the Steering Group and to maintain a rapid rate of progress. CFO is resource limited at present and chose to bid on only 2 items; preparation of</p> <ul style="list-style-type: none"> • Basic Conditions Statement and • Preferred NDP options and objectives survey <p>Consideration of CFO proposal was deferred to the next meeting when AA's project action plan will be available</p> <p>CC will advise on other resources that CNP can employ to assist with selected tasks.</p> <p>CFO cannot provide clerical back-up for data processing (comment collection, classification and correlation). PH suggested that her grand-daughter has archivist experience and might be available for temporary employment. PH will follow this up.</p>	<p>PB</p> <p>CC</p> <p>PH</p>
<p>8. Financial report</p> <p>The Locality Grant expenditure report up to end of the past financial year has been completed and submitted by LF</p> <p>Grants: Preparation of grant applications is to be deferred for another month in view of the continuing uncertainties in the situation and in CNP's scope of work. It was noted that the available Locality grants can now total £9,000. A 4 month lead time requirement is advertised for Big Lottery Fund grant applications. This is impractical and will be queried.</p> <p>Budget for Plan: The target budget for the Plan remains at £30,000 but needs reviewing in light of current circumstances</p>	<p>ND,SA</p> <p>ND,SA</p>
<p>9. AOB</p> <p>Steering Group Membership and Contact Details</p> <p>The Secretary circulated the updated Contact Details list which is being reissued at REV 3. It was noted that there are several changes to membership of the Steering Group. SP has resigned. ND and MD have joined having taken up working positions. GB and MC continue to fulfill their working roles with restricted attendance at meetings. LL is checking if AR is able to continue as Business Task Leader.</p> <p>The Secretary was asked to review recent meeting attendance to check if other persons have become dormant (defined as having not attended 3 successive meetings without submitting apologies or advising other due cause)</p>	<p>LL</p>
<p>10. Future Meetings</p> <p>Next meeting of the full Steering Group is on Wednesday 6th July 2016 at 7pm, in the Community Pavilion.</p> <p>Meeting with Thames Water is on 14th June at 2pm in the Community Pavilion</p> <p>Second meeting in July is on Monday 25th July at 7pm in the Community Pavilion.</p>	<p>All</p>

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Attendees			Apologies		
	CNP	SODC / Other		CNP	SODC / Other
Cllr. Pat Haywood	X		Andrew Henderson	N/P	
Cllr. Susan Ashdown	X		Anna Reynolds	N/P	
Andrea Oughton	X		Geoff Bamford	X	
Brian Fagan	X		Jacqui Sturt	N/P	
Chris McGuire	X		Marius Ciortan	X	
John Haywood	X		Roy Page	X	
Maureen Dyroff	X		Sarah Phillips	X	
Nick Draycott	X				
Peter Brook	X				
Ruth Ruddock	X				
Zena Baker	X				
Andrew Ashcroft		X			
Charlotte Colver		X			
Cllr. Lynn Lloyd		X			
Cllr. Robin Williams(CPC)		X			

CC:

Liz Folley (CPC) (LF)

Written by: Peter Brook
26 June 2016

Approved:
Date: