

CHINNOR 2031

NEIGHBOURHOOD DEVELOPMENT PLAN

Notes of Meeting NOM-10

Rev 1: FOR COMMENT

Steering Group Meeting No.10

Date & Location: 03 November 2015, Chinnor Parish Council Offices

Attendees, Introductions, Apologies and Announcements

See Attendance List (attached). Nicola Haddow (CRAG) and Fiona Mullins (CFO/ORCC) were welcomed to the meeting. Note that ORCC will be re-launched as Community First Oxfordshire (CFO) with effect from 6th November 2015.

Steering Group Chairman

Pat Haywood has kindly agreed to take up the position of Steering Group Chairman and will chair all Steering Group meetings from now on.

Approval of Minutes

Minutes for Meeting No.8 approved (proposed ZB, seconded JH)

Minutes for Meeting No.9 approved (proposed SA, seconded JH)

Chinnor Residents Action Group (CRAG)- Nicola Haddow (NH)

NH described to the meeting who CRAG are and what the objectives of the group were:

- CRAG are a group of residents of Greenwood Avenue and Glynswood who are most affected by the new Taylor Wimpey development for 80 houses that has just been granted at appeal.
- The group has become less active recently following the results of the appeals
- CRAG met with a director of Taylor Wimpey recently to air concerns about the close proximity of the new development to the houses on Greenwood Avenue and Glynswood which have small back gardens.
- Various options for creating a larger gap between the new and existing houses were discussed; e.g. creating a buffer zone of public land between the new development and existing houses, giving some land from the new development to the affected residents of Greenwood Avenue and Glynswood, increasing the length of the back gardens of new houses adjacent to Greenwood Avenue and Glynswood houses. Only the last option was acceptable to Taylor Wimpey.

CFO/ORCC Housing Needs Survey and other Community Surveys:

PW/JH presented their comments on the CFO/ORCC draft Housing Needs Survey. These will be forwarded as electronic copy to CFO. **(ACTION: PB- completed)**

- It was decided that CNP would be responsible for distributing the blank surveys to residents. Residents would be able to return completed surveys via FREEPOST (envelopes provided) or to designated drop off points such as the CPC office. (Post-meeting note: GB is finding out feasibility and costs of using a local delivery service)
- It was decided that an expanded Housing Needs survey with some Community Living questions was appropriate (the so-called HNS Plus option as recommended by CFO).
- The survey will ask for the respondent's post code (or area of Chinnor) so that response coverage can be established.
- JH agreed to take the lead in convening a sub-group to meet and take on board all comments and make preparations to start work with CFO.
- Further surveys can be commissioned later, e.g. a business survey to cover any gaps in our consultation process.

Commercial comments: CNP requested that a clause be inserted in the T's & C's by CFO that allows CNP the right to terminate the contract for abnormal situations such as non-performance, negligence, un-authorised change in personnel etc. CFO agreed to include this. **(Post-meeting note: termination costs in the case of cancellation of the NP for any reason, including force majeure need further discussion between CFO and CNP/CPC)**

Discussion of ORCC/CFO's proposal to provide assistance to CNP

The areas in which ORCC proposed to provide assistance to CNP are:

- Project Management services which will cover project control of schedule and advice on project risks
- Site selection/Sustainability Analysis/SEA scoping and reports. Questions raised were:

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- Will the community object if CNP agrees to re-use site screening work previously by SODC/CPC or is a complete fresh start required?
- Some sites screened by SODC/CPC will not be available because the landowner does not wish them to be developed or the site is not suitable for development, e.g. flooding risk or other environmental reasons. These factors were not included in the SODC/CNP screening exercise.
- Some sites could be rejected on landscape/environmental impact grounds
- CNP needs to formulate a view on how many new houses Chinnor could accept. The draft NP will be published in advance of the SODC Local Plan so a “policy vacuum” would still exist.

BG announced that she will be retiring in December 2015. BG will advise CNP who is the nominated SODC officer who is taking over her role. ORCC/CFO will need to meet with this person to ascertain what SODC’s requirements are for any Sustainability Analysis/Site Selection exercise. **(ACTION: BG)**

ORCC/CFO was thanked for its response and cooperation in submitting their proposal and Fiona Mullins left the meeting at this point.

SODC offer of project assistance

Following a meeting between CPC and Adrian Duffield (SODC) LL asked whether SODC would be prepared to offer assistance (additional finance or resource) to CNP to complete the NP with an accelerated schedule. SODC advised that they are looking to resource an experienced independent consultant known to SODC to work with CNP. BG was requested to expedite SODC’s proposed offer so that it could be examined at the next special Steering Group meeting fixed for 10th November. (Post meeting note: SODC advised by email that submission date for their proposal would be by cob Friday 6th November but it has not been received by CNP by that date). **(ACTION: BG to expedite)**

Financial Report

SODC grant of £10,000 received.

Secretary’s Report (PHB):

Communications received and circulated:-

- Schools and Young People Task Leader report (GB) and response from Nicky Stallwood, Personal Development Curriculum Manager, Lord William’s School, Thame.
- Invitation to attend meeting between CPC and OCC re Highways Planning on 2nd December at 10am in CPC Offices. (Forwarded to IW and other Steering Group members)
- Draft Communication and Engagement Strategy- Outline (circulated by RR)

Publicity :

ZB requested that the final version of the combined new Mission/Vision Statement which is appearing in the November Pump be sent to her for inclusion on the website:**(ACTION: PHB- completed)**

PHB to return to ZB the remaining leaflets for the November Pop-Up Shops and Victorian Market events and Library display **(ACTION: PHB- completed)**

(ACTION: ZB will prepare rotas for attendance at these events)

PH has booked display space at the Library starting 23rd November for 4 weeks. **(ACTION: PB to return display boards with updated slides to CPC Offices so that PH can set up in the Library- leaflets from ZB)**

Any Other Business:

Publicity Material: Additional requests outstanding for A4 posters to be displayed in windows etc. and 2 pull-up free-standing banners for public events (Do these require a new vertical design layout?) CPC have bought this type. Details are available from Liz Folley. **(ACTION: PB needs to send authorising email request to MC)**

Next Meetings

An **extra** November meeting will take place on Tuesday 10th November at 7:00pm in the **CPC Council Offices**.

The scheduled November meeting will take place on Wednesday 25th November at 7:00pm in the **CPC Council Offices**.

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Attendance List @ Meeting No 10

Cllr. Lynn Lloyd	
Cllr. Pat Haywood	
Cllr. Charles Rownton-Lee	NOT AT MEETING
Cllr. Susan Ashdown	
Andrew Henderson	
Anna Reynolds	
Beryl Guiver (SODC)	
Beth Teal (SODC)	APOLOGIES
Charlie Herd	
Chris McGuire	
Geoff Bamford	APOLOGIES
Ian Wadsworth	
Jackie Sturt	
John Haywood	
Marius Ciortan	APOLOGIES
Peter Brook	
Philip Wright	
Ruth Ruddock	
Sarah Phillips	APOLOGIES
Zena Baker	

Other Attendees at meeting :

Nicola Haddow (CRAG)
Fiona Mullins (CFO/ORCC)

CC:

Liz Folley (CPC) (LF)

Written by: P H Brook
08 November 2015

Approved:
Date: