



Watlington Parish Council

**Watlington**  
Neighbourhood  
Development Plan



**NEIGHBOURHOOD PLAN ADVISORY BOARD**

**MINUTES OF THE MEETING OF THE NEIGHBOURHOOD PLAN ADVISORY BOARD  
HELD ON  
MONDAY 15<sup>th</sup> MARCH 2021 AT 8.00p.m. VIA VIDEO CALL.**

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**Present:** Gill Bindoff (GB), Terry Jackson (TJ), Keith Jackson (KJ), Tony Powell (TP), Tim Horton (TH), Andrew McAuley (AM), Fiona Danks (FD),

**Attended by:** Keith Woolfson, Peter Richardson, David Robins

**Officer:** Rachel Gill

**1. Welcome and apologies for absence**

GB welcomed everyone to the meeting and there were brief introductions. Fiona Danks has joined the NPAB and has had her co-option confirmed by the Planning Committee in line with the NPAB Terms and Conditions. David Robins has also joined the Board and will have his nomination confirmed at the Planning Committee meeting in April. There were no apologies for absence.

**2. Declarations of Interest**

GB is Chair of Trustees at Community First Oxfordshire. CFO have provided a quotation for undertaking a housing needs survey. GB has no financial interests in this matter.

**3. Minutes of the meeting held on the 15<sup>th</sup> February 2021**

FD clarified that the tree mapping mentioned in the Watlington Green Plan is not mapping of trees but mapping sites where trees could be planted. This comment will be removed from the minutes. With this correction :

**Resolved: That these minutes are a correct record of the meeting and that they be signed by the Chair.**

**4. Matters arising from previous minutes:**

NPAB Membership – so far, no Parish Councillors have come forward to fill the vacancy on the NPAB. This will be reviewed again next month. Keith Woolfson is not able to join the NPAB because of many other commitments but is willing to contribute to some of the aspects of the WNDP Review, especially the Infrastructure Plan for Walking and Cycling and the Sports Survey.

**5. NPAB Terms of reference – update**

There was a discussion on whether NPAB should still report through the Planning Committee or whether this should now go via Strategy as the WNDP is the backbone of the Strategic Plan. It was agreed that this would be a better fit. The Board also reports to Full Council

every month where recommendations can be considered. When the terms of Reference are next reviewed by Full Council, this proposal will be submitted.

## 6. Review of the WNDP:

### i. Financial and technical support from Locality

RG/GB gave an update on a zoom call with Angus McNeillPeel from AECOM to discuss technical support for the review of the WNDP. The technical support will be in the form of an Evidence Base and Policy Development report on integration of Climate Emergency and Ecology Emergency into our policies.

There will be a follow up call in 2-3 weeks and then the work will take 6-8 weeks. GB/RG to circulate dates for the next call once it is confirmed.

### ii. Conservation Area appraisal – review of fee proposals

There was some discussion on the 2 quotes received.

**Resolved : Propose to Full Council to use Kathy Davies for CA Review.**

### iii. Aims and objectives – draft review

TP had circulated the updated document. It follows a similar format to the adopted plan so that another referendum is not required. In 2018 when the plan was adopted the latest SODC Local Plan was still emerging, now that the Local Plan has been adopted this needs to be looked at carefully. New national planning policies will also have to be complied with. Proposed changes to the NPPF are being consulted on and the White Paper “Planning for the future” has not been published following consultation.

The WNDP will need input from the Watlington community including the Climate Action Group, local businesses and estate agents.

**Resolved : To put the draft document to Strategy at next week’s meeting for them to confirm they are happy with the direction taken in the review and to agree to wider consultation within the community.**

### iv. Walking and Cycling Strategy

KW gave an update on the Walking and Cycling Strategy. He has been reviewing current footpaths and bridleways for local walks/cycling and connections to local villages and will then map shortfalls. The aim is to be able to include proposals in a Local Infrastructure Plan for Walking and Cycling

RG to forward email from Michele Pethers about local cycle paths.

### v. Housing Needs Survey - confirm questionnaire

We have had confirmation of Locality Funding for this survey. GB asked for comments on the draft questionnaire. KJ asked for clarification on ‘local affordable homes’ Q8 – does this mean homes for local people or homes in the parish ? GB confirmed it means homes in the parish.

AM asked for clarification on Q2 as it should apply to people living in the Parish only.

**Resolved : GB to update the document and circulate for final approval.**

vi. Trees Survey

TH gave an update. There is a follow up from work a few years ago on management of tree stocks on Parish council land and there is a second piece of work on reviewing trees of value in Watlington not in parish council ownership. Grant money may be available from Locality for the second piece of work. FD added that looking for ash die back should be included. TH will follow up his contact with Martin Gammie with a view to obtaining a quotation for the work. TH asked that the office hold a copy of the information held by SODC on trees covered by Tree Preservation Orders – this includes a detailed commentary and a map.

vii. Sports Strategy

A review of sports in Watlington is needed to help identify any lack of provision. There is concern over lack of space for sports activities within the 3 new housing sites. KW felt that a floodlit facility was needed. It was agreed to undertake a survey of current provision and future needs. TP added that there were big disparities in who did team sports and that numbers were declining, although the Watlington cricket and football clubs were still doing well.

**Resolved : GB to contact Cath Dale at SODC and report back.**

viii. Transport Group

TJ reported that the group would hold a meeting on 16.03.21. She had been successful in arranging a meeting (through Cllr Steve Harrod ) with OCC officers to discuss the use of S106 funds allocated to public transport and also the use of CIL funds to support local transport initiatives – this meeting will be held on 24.03.21.

7. Update on development:

- i. Bloor Homes: progress on site including compliance with the Construction Traffic Management Plan

There have been continuing reports of construction traffic coming through Watlington. This is not in accordance with the Construction Traffic Management Plan. Bloor are now principal contractor so we will continue to monitor.

**Resolved : RG to gather the details and forward to Bloor and to copy Emma Bowerman asking how the Construction Management Plan is being enforced.**

- ii. Update on Edge Road: AECOM report on the route optioneering exercise.  
The AECOM report on the Edge Road is still not available.

**Resolved : RG to chase Andy Higginson again.**

- iii. Report from the meeting of the WPC Strategy Committee 17.03.21

It was noted that members of NPAB had attended the meeting. No resolutions were passed. It was agreed to defer any decisions regarding the layout of PYR2 until the AECOM proposals have been received.

- iv. Formation of an Interface Advisory Group between Watlington and Pyrton Parish Councils. It was noted that this group has now been set up. It is expected to meet monthly and will be open to all interested parties to attend.

8. Consultations:

- i. Ministry for Housing, Communities and Local Government (MHCLG): changes to the National Planning Policy Framework (NPPF)  
GB has drafted a response to this and will circulate for comments. If members agree, the response will be sent by the deadline next week.
- ii. MHCLG: proposals for a National Design Code. This was noted. The guidance will be useful in the review of the Watlington Design Guide.
- iii. MHCLG: proposals for an Oxford/Cambridge Arc Spatial Strategy. This is an initial paper and the full consultation is expected later in the year.
- iv. Oxfordshire County Council: Local Transport and Connectivity Plan. This will be considered at the meeting of the Transport Group. It contains very little information on support for rural services.

9. AOB

AM noted the proposal for a joint Local Plan for SODC and Vale of the White Horse. This proposal will be discussed by SODC later this month.

KJ gave an update on Airband. They will be in Watlington by Q3 this year. Some supply will be demand led and some will be a connection if you are within 70m of the cabinet. There are Government grants to cover the cost of Fibre to the Premises.

10. Date of Next Meeting : 19<sup>th</sup> April

**THERE BEING NO OTHER INFORMATION THE MEETING CLOSED AT 9.57 PM**