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Watlington Parish Council

**NEIGHBOURHOOD PLAN ADVISORY BOARD**

**MINUTES OF THE MEETING OF THE NEIGHBOURHOOD PLAN ADVISORY BOARD ON MONDAY 16TH OCTOBER 2023 AT 7.30p.m.**

**THIS WAS AN ONLINE MEETING**

1. **Present:** G. Bindoff (GB) Chair, Tony Powell (TP), Terry Jackson (TJ), Kim Harris (KH),

Fiona Danks (FD), Ian Hill (IH), Keith Jackson (KJ).

Apologies were received from James Herridge-Leng and Isla Woodcock

As there was no officer present, the minutes were taken by GB.

1. **Declarations of Interest:**

GB declared an interest in item 5b and has had no sight of the quotes submitted by consultants. There were no other declarations of interest.

1. **Minutes of the meeting of 18th September 2023 and matters arising:**

The minutes were agreed to be a correct record of the meeting and will be signed by the chair.

Matters arising:

1. Update on the completion of the shared cycleway/footpath from Red Kite View to Cuxham Road. Unfortunately, there has been no further information about this work since the last meeting. GB and KH will contact Councillor Freddie van Mierlo and ask for information about the exact works to be carried out and the start date.
2. Update on the draft SODC Air Quality Action Plan. Councillor Freddie van Mierlo has been asked to find out if the changes to the AQAP requested by WPC have been made. He has also been asked to find out which SODC committee will be considering the Action Plan and when it will be meeting. Recent data published on the oxonair website and the airqualityengland website show that, in recent weeks, nitrogen dioxide levels from traffic emissions has been higher in Watlington than in Henley. The AQAP proposes that the improvement of air quality in Henley is a priority but that the designation of the Watlington Air Quality Management Area could be revoked because of improving air quality.
3. Publication of the report on the consultation on policies in the WNDP review. This will be considered by Full Council at the meeting on 14th November.
4. **Review of the WNDP:**

Review of policies using evidence from the consultation. It was noted that the large majority of responses were positive and supported the draft policies. The detailed comments from the survey monkey responses and from the paper copies were considered in relation to the individual policies and amendments/additions to the policies were suggested. It was agreed that GB will update the policies and circulate the updated document for agreement and further suggestions for improvement. The policies will remain in draft and will be submitted to the SODC Neighbourhood Plan team for an assessment of the need to provide an environmental impact assessment/environmental report.

1. **Locality funded projects: updates:**
	1. Treescape Appraisal: FD has continued her efforts to find volunteers to work on the actions recommended in the report. No-one has come forward yet but it was agreed that an item should be placed in the next Watlington Times and a call for volunteers should be put on the Watlington FB pages.
	2. Application for support for Basic Conditions Statement and local consultations. Two quotations have been received for the work on the Basic Conditions Statement and Locality has agreed that this is acceptable. Rachel will progress the grant application when she is back in the office.
2. **Community Infrastructure Levy:** 2nd round of parish council projects. It was noted that WPC has agreed to run an internal process for identifying projects which could be supported by CIL funds. This will follow the process adopted for the use of the first tranche of funds. A scheme for traffic calming within Watlington will be one of the options to be considered this time. It was agreed that NPAB members will let GB know if they have any suggestions so that they can be fed into the WPC process.
3. **Update on development:**
4. Discharge of conditions on sites B and C: discharges have been applied for the proposed phasing of the development and for the construction of temporary vehicular access points onto Cuxham Road. It was noted that there are concerns about the effectiveness of drainage proposals for the temporary access points to protect the Chalgrove Brook and the absence of proposals to re-instate the roadside bank when the access points are closed.
5. Update on the planning application for the Watlington Relief Road. There will be an online meeting on Monday 23rd October to see the latest drawings and receive an update on the progress of the application. Members of the NPAB are invited to attend and will be sent the Zoom link.
6. Update on the cycleway/footpath connections between Sites B and C and Willow Close. WPC has agreed to ask for legal advice on the draft Deed of Easement provided by Redrow. This will provide the legal agreement for Redrow to construct the new paths across land which WPC owns. Unfortunately, the information needed from OCC on the specification for the cycleway/footpaths has not been provided in spite of several requests being made. Efforts will continue to get this information.
7. **Other matters and date of next meeting:**
8. Information on the consultation on the Cuxham Conservation Area Appraisal has been circulated. It is ahead of the consultation on the Watlington CA and gives an indication of what to expect when SODC has finalised the preparation of the Watlington document.
9. The date of the next meeting will be Monday 20th November 2023.