



Watlington Parish Council

**Watlington**  
Neighbourhood  
Development Plan



**NEIGHBOURHOOD PLAN ADVISORY BOARD**

**MINUTES OF THE MEETING OF THE NEIGHBOURHOOD PLAN ADVISORY BOARD  
HELD ON  
MONDAY 18<sup>th</sup> JANUARY 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), Matt Reid (MR), Tim Horton (TH), Andrew McAuley (AM), Ian Hill (IH)

**Officer:** Rachel Gill

1. Welcome and apologies for absence

None

2. NPAB Membership: Co-Option of a replacement for Peter Richardson.

GB has checked the Terms of Reference for the NPAB, it states that: "the Board can co-opt members as and when considered useful". After some discussion it was agreed to approach up to 3 people to gauge interest. It was felt that having representation from Watlington Climate Action Group and someone younger would be a benefit.

3. 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.

4. Minutes of the meeting held on the 16<sup>th</sup> November 2020

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

5. Matters arising from previous minutes:

Transport Group Survey . An updated version of the questionnaire was circulated. TJ asked that an option for daily travel (weekdays) be added to questions 6 and 7. There was some discussion on whether to delay the survey again.

**Resolved : To delay the survey again, with the aim to undertake in March. To communicate to OCC that we are doing an assessment but it is delayed. To open discussion with Victoria Land on community transport.**

## 6. Review of the WNDP:

(i) Update of timeline

The timeline has slipped a bit but there has been progress on several items.

(ii) Conservation Area appraisal – progress

A second quotation has been received. RG to chase up 3<sup>rd</sup> quotation and get an updated quotation from Nick Doggett.

Post meeting note: the 3<sup>rd</sup> consultant is not in a position to undertake the work so will not provide a quotation.

(iii) Aims and objectives – review and next steps

TP/NH/GB have been working on this and will have a draft document ready for review at the next meeting.

(iv) Walking and Cycling Strategy

GB has received very few comments on this document. Paul McKnight has been asked to contribute. RG commented that consideration should be given to beginner cyclists, families with young children and people cycling around the village as experienced cyclists were confident in traffic and generally do not use cycle paths. AM added that having good circular routes was important.

(v) Housing Needs Survey

A quotation and example survey have been received from CFO (Community First Oxfordshire). It is based on a fewer number of households but is the kind of survey required. It was felt that the range of questions was suitable. Although the results could not influence the mix of housing on sites B and C it would identify the number of Watlington residents in need and set objectives for housing development in the WNDP. TP added that in 'Planning for the Future' more power would be given to Parishes and towns to increase the proportion of housing to meet their needs. GB asked that suggestions for improvements to the survey be sent to her. These changes will be sent to CFO and an updated document can then be approved at the next NPAB meeting. TJ added that this information would help identify if a local exception site was needed.

(vi) Trees Survey

WPC have a quotation for a survey of trees on WPC land but an additional piece of work has been proposed to survey all trees not included in this initial survey. More information will be provided to the consultant in order to get a detailed quote.

(vii) Watlington Green Plan

GB reported that good progress is being made on this.

(viii) Supporting documents: Sustainability Appraisal, Design Guide, Green Spaces, Traffic Strategic Plan (all available on the home page of the archived website: [watlingtonnp.org](http://watlingtonnp.org))

**RG to circulate the traffic management plan**

There was some discussion on CIL and its use in traffic calming. It seems that 3% of CIL could be used on administration – this needs to be fed back to the CIL group.

7. Development Sites:

(i) Meeting with Land at Britwell Road Ecologist.

GB said that this was a useful meeting and will circulate the notes once confirmed with attendees. The main issue is the future management of the green spaces.

**Action RG – to get details for Construction Site Manager.**

(ii) Amended plans for Sites B and C: P19/S1927/O and P19/S1928/O

AM attended the SODC Planning meeting. These outline applications have been approved. Outline approval means that all matters are reserved – including access and routes through the site. Providence Land have stated publicly that their preferred route is as per the WNDP (avoiding Willow Close). They have narrowed down to 2 builders and will make a selection soon.

(iii) Site Pyr 2

It is expected that Providence Land will progress this application soon now that they have permission for sites B and C. TH commented that a footpath to Cuxham should be considered and taken forward.

(iv) Update on Edge Road

RG has had no update from OCC following an email sent following the last meeting. There was some discussion on routes preferred by Pyrton.

**Resolved : That MR/IH/AM draft a statement for Full Council evaluating these options and circulate to the NPAB group.**

10. AOB

None

**THERE BEING NO OTHER INFORMATION THE MEETING CLOSED AT 10:04 PM**