



Watlington Parish Council

Watlington
Neighbourhood
Development Plan



NEIGHBOURHOOD PLAN ADVISORY BOARD

Minutes of the meeting of the NP Advisory Board held at the West Room on Monday 15th July 2019 at 8.00p.m.

Present: Gill Bindoff (GB), Tony Powell (TP), Terry Jackson (TJ), Keith Jackson (KJ), Tim Horton (TH), Andrew McAuley (AM), Peter Richardson (PR).

Officer: Rachel Gill

1. Welcome and apologies for absence
GB welcomed everyone present.
Apologies were sent from Matt Reid.
2. Minutes of the meeting of 17th June 2019
Resolved: That these minutes are a correct record of the meeting and that they be signed by the Chair.
3. Matters arising on the minutes:
 - (i) **NP Advisory Board Terms of Reference and partnership with WPC Strategy Committee –**
This has been agreed, with a strong dotted line to Planning. TH said that GB was invited to join the group reviewing the Terms of Reference documents.
 - (ii) **Public Meeting on Housing –** No progress on this but it is planned for the autumn.
 - (iii) **Renewable energy – contact with the Low Carbon Hub –** TJ is setting up a meeting.
4. WNDP Implementation
Strategy have agreed to work with NPAB on this – the first step being a joint workshop to identify priorities and how the plan can be delivered.
AM added that by implementing the policies we will implement the plan.
TH was concerned over policy, plan, aspirations and strategy all sliding into each other. He added that he agreed with Ian Hill that the WNDP doesn't tell you how to do something.
GB said that this was the purpose of the groups working together.
TP added that specific objectives needed to be delivered. Aspirations need to be separated, e.g. getting district and county in tandem. A workshop with specific objectives is needed, there must be priorities going forward. Some projects will be CIL dependant on funding, some will be smaller or dependent on outside agencies.
TH felt having a document with more structure before the workshop was useful as there are so many WNDP documents.

Resolved : TP to draft something on structure before the workshops.

Resolved: Recommend weekends of 7/8 and 14/15 September to meet with Strategy. N.B 7th PM only.

5. Edge Road Updates

(i) OCC Scoping and Survey Works

GB gave some background on this – WPC had asked for sight of the tender documents for the Edge Road and had been told by Gavin Belcher that they would not be available to WPC as they were commercially sensitive.

He has now offered to meet this Friday at County Hall. Aron Wisdom (OCC) and Cllr Steve Harrod will also attend. GB asked for confirmation of who could attend from NPAB and WPC. (Attending : Matt Reid, Ian Hill, Tim Horton, Peter Richardson, Keith Jackson, Terry Jackson – GB unable to attend)

TH felt it was unhelpful that meetings were happening before another Full Council meeting as he felt a Full Council view on the option of an alternative route was needed first. He had circulated a 10-point list which was his Commentary Note to Full Council, adding that some of the points would be changed but Full Council had agreed. (n.b point 10 was removed by Full Council).

[POST MINUTE NOTE: Having checked with the Clerk – the motion made by TH at July Full Council was agreed subject to the Commentary Note being redrafted]

GB circulated a note in advance of the meeting with Gavin Belcher and a note of objections to a change in the route of the edge road from the route indicated in the WNDP.

GB said that the meeting on Friday was just about fact finding on the tender document so it should not be a problem if the WPC did not have a finalised document of objections.

There was some discussion on this matter. GB and TP felt that TH's document was not fully evidence based and should not be used at this stage. TH did agree that he had no objections to GB's document.

(ii) Meeting with Cllr Steve Harrod and OCC Senior Officers

AM is working on a date for a meeting with Bev Hindle (Growth Board) and Susan Halliwell (Highways). This should include outcome of the tendering process.

6. Highways

(i) Watlington Traffic Schemes – meeting with Geoff Arnold.

A meeting to discuss priorities for S106 traffic schemes – despite numerous phone calls and emails we have failed to get any response. Steve Harrod is trying to help us on this.

(ii) Update on implementation of 20 mph in the residential areas of town

WPC has written to OCC on this matter and had an acknowledgement, we await a response. More detail in due course.

7. Planning

(i) Planning applications on Sites B and C: P19/S1927/O and P19/S1928/O

Applications for outline permission will set out the layout for these sites, e.g where the green areas, housing and roads will go. We have been given an extension to 1st September to consider these applications. The Planning Committee will meet in August.

Resolved: NPAB to meet in August ahead of Planning to consider the applications and feedback to planning.

(ii) Reserved matters application on PYR 1

A detailed application is expected Mid July.

(iii) Notes of the meeting with Emma Bowerman 20.06.19

Notes of the meeting have been circulated. EM would prefer the existing route but would not have material considerations to refuse changes to the route.

(iv) Notes of the meeting with Emily Hamerton and Samantha Allen 03.07.19

AM circulated these notes today. It was a positive meeting.

TH asked whether the conservation area and listed buildings should be reviewed? It was agreed that a review of the CA would be useful.

8. Updates on progress:

- (i) **Fibre to the Premises (FTTP)** – PR gave an update on this. The meeting did not go ahead. He circulated a draft survey form – which also included a section on Community Transport. TJ /TH added that Watlington Transport Group were also looking at a more detailed survey, but this would be later in the year.

Resolved : To go ahead with a survey for FTTP only. Using NP network and RG to help with analysis of data.

- (ii) **Survey of sports and recreation groups-** Contact needs to be made with all local groups and obtain their feedback. This will need to be evidence based to take back to SODC.
No update.

- (iii) **Tree preservation orders** – This is being investigated using maps in the Parish Office and maps available from SODC. When all the information is available IH will be asked to produce a new map showing the locations of all the trees with preservation orders on them. There will then be a survey of other trees in the parish to establish whether further TPOs should be made. **No update.**

- (iv) **Mason’s Wood/ Little Orchard**

TH said the reason for his motion to Full Council was urgency. There has been tree work but the ground has been scraped and this is a concern.

Resolved: RG to get an update from KT re: ecologist feedback and progress on the application to include the footpath on the Definitive Map of Rights of Way.

- (v) **Assets of Community Value-** TP is putting together a list of these. KT said that she thought that the Public Conveniences should be added as these are managed by WPC on behalf of SODC to stop them potentially closing them. There are very few public conveniences left in Oxfordshire especially ones that are open 24/7. TP will bring back a report to the next meeting. TP requested all members to review the existing list and suggest further additions for consideration. **KT has added the Public Conveniences to this list.**

(vi) Meeting with Neighbouring Parishes 04.07.19

IH has written up some notes for this meeting. There will still be a meeting organised with just Pyrton Parish Council.

(vii) Watlington Transport Group

The document from TJ was circulated. The group agreed that they would support the recommendations listed, in principal, and recommend that the Strategy Committee discuss the recommendations.

9. SODC Local Plan Update

There is a meeting of SODC Full Council on Thursday 18th July. GB will attend and it was agreed that GB will speak about the importance to take on board NPs, the risk to the Edge Road if the Local Plan is thrown out and the need to address problems with Air Quality.

Resolved : GB to draft a statement to circulate and ask KT whether she can speak on behalf of the WPC as well as NPAB.

10. Oxfordshire Neighbourhood Plans Alliance

PR gave an update on this. It is progressing well. The group have met with Bev Hindle from the Growth Board and are working on making sure the Oxfordshire Plan 2050 includes the use of NPs to move towards strategic objectives. There are people in the group with good knowledge.

The AGM will be in Chalgrove on the 7th September at 10:30.

11. AOB and date for next meeting

Next Meeting is 16th September.

There will be a meeting before that to discuss the 2 major planning applications.

PR added that he is working on some self-build numbers.

Date of next meeting: **MONDAY 16TH SEPTEMBER AT 8PM IN THE WEST ROOM**

THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 10PM