



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 17th June 2019 at 8.00p.m.

Present: Gill Bindoff (GB), Matt Reid (MR), Terry Jackson (TJ), Tony Powell (TP), Keith Jackson (KJ)

Officer: Kristina Tynan

1. Welcome and apologies for absence
GB welcomed everyone present. Apologies were sent from Tim Horton, Andrew McAuley and Peter Richardson
2. Declarations of interest – Register of Interests – WPC Code of Conduct - Acceptance of office forms:
There were no declarations of interest notified in items on the agenda.
However, there is still outstanding paperwork which needs to be completed and given to the Clerk.
3. Minutes of the meeting of 20th May 2019
Resolved: That these minutes are a correct record of the meeting and that they be signed by the Chair.
4. Matters arising on the minutes:
 - (i) **Renewable energy – contact with the Low Carbon Hub** – TJ is setting up a meeting.
 - (ii) **Meeting with Pyrton Parish Council** – This will take place after the meeting with all neighbouring parishes to which Pyrton has been invited.
 - (iii) **NP Advisory Board Terms of Reference** – NPAB has advised that it would be better to report to Strategy rather than Planning. Changes are needed to the Terms of Reference and GB will look at these with the Clerk.
 - (iv) **Affordable housing** – notes of the meeting with Steven May SODC 14.05.19 – These had been circulated to all members. It was agreed that a public meeting be set up in the Autumn. Tom McCulloch from Community First Oxfordshire and, possibly representatives from Self Build groups and the Oxfordshire Community Land Trust (An Independent Body) could be invited to give a presentation. The Community Land Trust is keen to build relationships with parishes in Oxfordshire.
 - (v) **Neighbourhood Plan Forum/Oxfordshire Neighbourhood Plans Alliance** – This is going ahead, and we will be invited to a meeting along with other parishes who have a made or are in the process of making a Neighbourhood Plan. The Alliance will consist of representatives who have some experience and we would be able to have 3 representatives

on this. This is a very positive move and meets the objectives that the NPAB brought up at a meeting with Mark Stone, the Chief Executive at SODC.

- (vi) **Community Infrastructure Levy:** meeting with SODC 13.06.19 – Notes have been circulated to Members. Questions had been submitted before the meeting and they have all been answered. These notes are very useful to read. TP said that any CIL money from PYR2 would go to Pyrton and not Watlington. GB stated that there are situations that it may be possible to use money from another parish if infrastructure has to be provided. Strategy on PYR2 will need to be discussed with Pyrton if any development which generates CIL is approved by SODC.
- (vii) **Planning Decision on 40 Brook Street** – There is to be a meeting to discuss this with Emily Hamerton later this month. However, concerns were raised about the recent works to the trees on this property. Martin Gammie had put in an application to SODC for urgent tree works which were approved. The committee were very concerned about this as the approval of the works had not been put up on the SODC website. Discussion took place on whether there should be an independent survey on these. The date for the meeting with EH will be circulated.

5. Highways

- (i) **Notes of the meeting with Gavin Belcher 24.05.19** – This was discussed at the last Strategy Meeting. It was also agreed to discuss this at the meeting with Emma Bowerman on 20th June. GB stated that she has asked for the Tender Documents for the survey work on the two alternative routes to be sent to WPC. The committee were very concerned that OCC are now looking at other routes as possible alternatives to the indicative route in the WNDP and on the planning applications.
- (ii) **Edge Road – open letter from Dr Burt** (Pyrton Manor) to the Oxfordshire Growth Board and other interested parties – This was noted. Sue Cooper has asked SODC, OCC and the Growth Board to reply to his questions.
- (iii) **Meeting with Geoff Arnold OCC** – Trying to organise a meeting with him.
- (iv) **Proposals for traffic improvement schemes within the parish** – 30mph instead of 40mph on Howe Hill is being looked at.
- (v) **20mph scheme for residential areas in the Town** – Full Council resolved to ask for 20mph throughout Watlington and this will be dealt with by WPC. The proposal was included in the WNDP and was recently agreed by WPC as one of a number of traffic improvement schemes which could benefit from CIL. The current request to OCC is based on the possibility that another source of funding is available.

6. Planning

- (i) **Outline planning application for development on Watlington NP Sites B and C** – These have now been submitted to SODC
- (i) **Pyrton Site PYR 1: Meeting with Victoria Land 12.06.19** – This application is still in draft form. An outline planning application is expected to be submitted to SODC in mid-July. Notes of the meeting have been circulated.
- (ii) **Meeting with Emma Bowerman, SODC, 20.06.19** -There will be notes available for the next meeting.

7. WNDP Delivery Plan

It was noted that we need to have a thorough look at the policies and objectives of the plan and the objectives of the Sustainability Appraisal to make sure that the Delivery Plan can be successfully implemented. It was agreed that a workshop of the NPAP and Strategy would be useful especially with Sites B and C coming forward. There needs to be a clear and deliverable plan. GB will send a note for the Strategy Agenda for consideration on this issue and how best the Strategic Plan should develop to ensure that Watlington is kept a very nice place to live. GB will help to produce material to be sent beforehand if a workshop is agreed at Strategy. It was noted that from August the WPC will need to monitor progress on the WNDP annually. It was thought that actions should be coded red, amber and green.

8. Updates on progress:

(i) **Fibre to the Premises (FTTP)** – There is a meeting scheduled for the 19th June to discuss how to progress this issue.

(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.

(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.

(iv) **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.

9. Any other business

SODC Local Plan: this will be going to SODC Scrutiny Committee on Thursday and then to Cabinet and Full Council. GB said she has requested to speak on Climate Change issues in a personal capacity as there is not enough in the Plan to help with Climate Change Policies. The Oxford City Local Plan is being inspected by the same Inspectors as the SODC Plan. It was noted that the Inspectors have asked Oxford City to explain the housing numbers in the Plan and the numbers of new housing expected to be provided on their identified sites. Similar questions may be asked of SODC.

10. Date of next meeting: **MONDAY 15TH JULY AT 8PM IN THE WEST ROOM**

THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 10PM