



Joint St Helen Without and Wootton Neighbourhood Plan

Minutes of the Steering Group (SG) Meeting Held on Wednesday 19 September 2018 at 7.00pm Shippon Church Hall

Present: Carole Page (CP), Chair, Jan Banfield (JB), Cllr Richard Bahu (RB), Andrew Lane (AL), John Ashton (JA), Cllr Philip Painting (PP), Rose Osborne (RO), Dennis Walton (DW), Kate Zarnecki (KZ)

G Clarke – minutes

Members of Public in Attendance: Cllr Michael Page (MP), Cllr David Churchouse, Cllr Richard Webber, Cllr Catherine Webber, Cllr Ian Bristow

1 Apologies for absence

Apologies were accepted from Cllr Laurence Brockliss.

2. Declarations of Personal or Personal and Prejudicial Interests (PorPI)

No declarations were made other than those previously declared.

3 Minutes of Last Meeting

P4, Item 8 – JB asked for the words ‘if not needed’ to be added to the sentence regarding cancelling the meeting at the end of August.
Following this alteration, the minutes of the last meeting were approved and signed by CP.

4 Matters Arising from Previous Minutes

Item 7 - P3 – contact had been made with Radley Parish Council to discover whether the timeline had been altered following submission of their document to VWHDC. CP read out the detail of the response to the meeting. Radley PC advised that the timeline had slipped as there had been delays following submission to VWHDC. Radley had needed to chase the VWHDC at every point of the process. They were able to select an examiner from a list provided by the Vale. The Radley NP was examined on a paper based approach. In total it had taken 6 months to reach referendum from the date the document had been submitted to VWHDC.

RB referred to Ashbury NP and Uffington NP – Bluestone had been appointed as the consultants on both Plans by VWHDC. It would appear Bluestone are advising on all plans submitted to VWHDC except for our NP.

With regard to N Hinksey, RB had been advised that they are facing a delay in getting assistance/advice from Bluestone which is holding up their process.

It would appear that Bluestone has just 1 or 2 people assisting/advising with the various NPs.



Item 8, p4 - RB and JB were thanked for compiling the insert for WADS with regard to the NP being submitted etc.

Item 9, p4 - CP confirmed that Wendy Quigley had now taken up the post of Parish Clerk.

Item 4, p1 – Natural England invited to a meeting of the SG – it was confirmed that a future meeting with Natural England will be reviewed in due course.

5 Matters Raised by Members of the Public

There were no matters raised by members of the public.

6 LPP2 Independent Examination Update

It was confirmed that the NP had been sent to the examiner David Read - CP referred to an e mail from DR following the meeting on 6 September 2018 when our NP was requested.

7 Neighbourhood Plan Update on meetings with VWHDC held on 5 and 18 September 2018

An update was given of the meetings by MP and JB:

A meeting took place on 5 September at 7pm, the last day of LPP2 examination. It was thought the meeting would be informal, however attendees included Adrian Duffield, Head of Planning and Junior Counsel for VWHDC as well as other council employees.

It was fortunate that N McGurk was able to attend the meeting as the professional advisor along with other Parish Council and NPSG representatives. N McGurk was able to rebut a lot of the technical and legal arguments during the meeting. It seemed apparent that VWHDC had mis interpreted two of the NP policies. VWHDC stated that they thought the NP was not sufficiently clear that it was supporting the strategic allocation in LPP2 and not allocating development of its own in addition to this.

During the meeting MP refuted the assertion that the parish councillors had rejected offers of assistance from VWHDC – A Maxted has been invited to several of the NPSG meetings but has chosen not to attend or respond to e mail communication. CP added that VWHDC had withdrawn their offer of a workshop when the PCs confirmed that they would continue with their planned timetable. JB refuted the assertion that the PCs and NP were against the development as we have never opposed the development and the NP makes its support clear. CP and JB made clear that VWHDC had failed to submit their consultation responses on time and that those responses had made no mention of the issues that they were now raising.

Following discussion it was agreed that a smaller meeting would be held to agree minor tweaks to two policies. JB agreed to tweak the two policies as agreed.



On 18 September reps from the PCs and SG attended including MP and JB. A Maxted attended with Carter Jonas as well as other VWHDC reps who were looking at the master plan.

Discussions took place and the VWHDC was asked to either put the plan out for public examination or give reasons as to why they would not do this.

Detailed discussion addressed four policies:

SS5.3 Separation of garden village. It was agreed that the reference to the centre of the site would be removed as this caused concern about new or different allocations requiring further SEA/HRA work. For the Shippon buffer, it was agreed to change the word strategic to appropriate, but to retain the plan. This is the plan that the LPP2 inspector has seen. VWHDC raised no issues with the Whitecross buffer.

SS5.2 Garden Village Principles. It was agreed that the wording 'as proposed in LPP2' would be inserted after 'Dalton Barracks and Airfield' to make clear that we are not making independent allocations while retaining the distinction between our interpretation of GV principles and theirs. It was agreed that the difference of interpretation of GV principles was a matter for the Examiner.

Policy SS3.1 Local Green Spaces. VWHDC wanted to remove several of these designations around Shippon, arguing that it constituted a different allocation of development and Carter Jonas argued that it was necessary to develop on the DB playing fields in order to deliver the 1200 houses commitment. This was resisted on the grounds that these were important to our communities, and it was agreed to keep these designations as they are. VWHDC said that they would submit a judgement on our NP to the Examiner, which would address its concerns about this policy, arguing that the strategic allocation constitutes the 'very special circumstances' required to override these designations.

Policy SS5.1 Previously Developed Land. VWHDC wanted a clear reference to policy 8 of LPP2 to ensure that our NP is not allocating other development. This was resisted as policy 8 does not commit to developing only PDL. After this was established by double-checking LPP2, the conversation diverted onto other matters.

The VWHDC was asked whether their response to LPP2 inspector, due by 21 September, would refer to this meeting. A Maxted did agree that he would do this.

It is understood a copy of the letter to the Inspector from VWHDC sent on 21 September will be published on the Vale website.

MP pushed A Maxted to commit to a timescale for the NP to go out to the publication stage. A Maxted confirmed that he was confident that the NP would be out for publication by the end of the following week (28 Sept).

VWHDC committed to sending revised text for the relevant policies that afternoon. After chasing, they were received the following day. The proposed text did not reflect the



agreements made but incorporated the wording that VWHDC had wanted in the form that they wanted. JB proposed alternative revised text that reflected the agreed changes.

The VWHDC stated that when the policy goes to publication it will publish its own statement regard the wording. We can expect this to cover each of the policies discussed and probably others.

The NP (as originally drafted) will go to publicity and examination subject to final agreement on the revised wording.

It should then be launched to the 6 week publicity from next week and then it will go for examination. A Maxted stated that the PCs will have a say on who is invited to act as Examiner.

Hopefully the examination will be paper based and not face to face.

It was confirmed that the meeting on 18 September was better than expected and only minimal changes were suggested to the NP.

CP commented to both of the meetings having been difficult but the NP's objectives have been met. Hopefully the VWHDC will agree to the policies and that an HRA or SEA will not be necessary.

It was confirmed that JB and the parish councils can deal with the above work on behalf of the NPSG. They will ensure they are happy with any changes to the NP before agreeing with the Vale.

Q Wa thes there any indication of how LPP2 examination had gone?

A A Maxted did not refer to this at the meeting.

Commendation was given to SG members for their work on the NP, bearing in mind the tight timeline, attending the meetings and getting the best outcome.

A Maxted raised, at each meeting, the Garden Village Principles of 2016 –v- 2018 and that the 2016 guidance has been superseded. In fact the 2016 guidance is incorporated into the publication of documents in 2017 and 2018. Garden settlements can take all forms. To be a garden village it needs to be a separate area. A garden village and urban settlement are not the same. VWHDC acknowledges the differing views and the examiner will determine the outcome.

The SG were not sure why Carter Jonas was at the meeting on 18 September, from comments made it would appear a lot of the green space in their plans is the same as that in the NP.

The LPP2 Inspector will look to see if the playing field should be part of the strategic development site. Carter Jonas made it clear at the meeting on 18 September that they



believe that development of this site is necessary to meet the VWHDC's 1200 target and this will have been communicated to the Inspector.

It is not yet known whether the NP needs to be produced in its new version or whether the original NP with an addendum will suffice. If a new NP has to be produced, particularly in hard copy, there may be cost element for the SG to fund.

It was confirmed that the NP only needs to comply with LPP1. All documentation should go to the Inspector with comments from VWHDC as to what they disagreed with.

If the NP is adopted first, LPP2 will have to be amended and the VWHDC do not want this to happen.

Hopefully the result will be known next week with regard to the NP going to public consultation.

It would appear LPP1 is being re examined by VWHDC as part of the process.

8 Next Steps/Timeline

What do we need to do to prepare for NP to go to public consultation?

Either add an addendum to the website or place the new report onto the website for the public to see.

As per the statutory process - the public consultation process will be co ordinated by the VWHDC.

PCs to consider writing to the local MPs asking for their assistance in getting the NP adopted before LPP2.

Any submission from VWHDC to the Examiner will follow the NP for them to determine as an independent party.

It is open to anyone to raise the issue with their local MP.

It was confirmed that if nothing was heard from VWHDC following 21 September, the SG would consider what next steps are available.

9 Any Other Business

There are 6 local councils in the county on whom there is a joint statutory responsibility with regard to spatial planning. There is a meeting being held on 24 September to discuss a joined up approach to planning at which Cllr Hudspeth (Oxfordshire County Council) will be in attendance. The event is being held at Stanton St John Village Hall.

It was noted that the VWHDC is offering guidance to NP SGs relating to GDPR and pre-submission consultations.

Discussion took place with regard to keeping the data from the questionnaire responses - for 6 months after the NP is made. This will be checked to ensure it is GDPR compliant.



CLlr A decision will need to take place with regard to how long to keep the hard copy questionnaires – at present they will be returned to the SG for safe storage in the Community Centre.

A regular update will be added to WADS newsletters with regard to progress of the NP especially as we move towards a referendum.

The expected timeline was discussed however it may be that the VWHDC will take more time to appoint an examiner.

Public consultation should end 6 weeks after 25 September.

Due to the timeline, the SG agreed that next meeting – 10 October may be cancelled if it is not going to be effective. Notification will be sent out to all nearer the time.

The meeting concluded at 2025 hrs.

Next Meeting – 10 October WADS – 7.30pm

Dates for 2018:

31 October (will be cancelled), 21 November, 12 December.