

Minutes of the Steering Committee of the Joint Neighbourhood Plan
Tuesday 14th March 2017 at 8pm
At the Wootton & Dry Sandford Community Centre

Present

Cllr Ian Bristow; Wootton (Chair)

Mr John Ashton; Wootton

Dr Janet Banfield; Wootton

Ms Janine Elliott; Shippon

Cllr Mark Fysh; Wootton

Mrs Lynn Lane; Wootton (sub Mr A Lane)

Mr Philip Painting; Shippon

In attendance; George Edmonds-Brown (JLO)

Members of the Public; Mr Barry West (Volunteer)

Ms Kate Aydin; Wootton

Mr Richard Bahu; Shippon

Mr David Churchouse; Shippon

Cllr Geoff Fitzgerald: SHW, Dry Sandford

Ms Carole Haveron; Shippon

Ms Rosie Osborne; Wootton

Cllr Madeleine Russell; SHW, Shippon

1. Welcome and Introductions

The Chairman said that as this was the first meeting of the Steering Committee it would be chaired by a Parish Councillor; it would then be for the Committee to elect its own Chairman. He welcomed those present and invited them to introduce themselves to the group.

2. Declarations of Interest

Mr John Ashton said that he was a planning consultant and his company were advising two clients that were proposing to develop sites in Wootton. Mr Ashton said that he would be happy to leave the room if the Committee wished to discuss his involvement. The Chairman thanked Mr Ashton for declaring his potential conflict of interest.

Cllr Russell said that she and Mr Bahu had properties backing on to the Dalton Barracks airfield which would be affected under the development proposals in the VWHDC Local Plan Part 2. It was considered that the development would affect all residents and as such would not be an impediment to discussing the issues.

3. Update and progress to date

The Joint Liaison Officer outlined progress to date –

- A formal decision has been taken to have a Joint Neighbourhood Plan.
- The Joint Monitoring Committee and the Steering Committee have been formed.
- A volunteer base numbering some 30 people has been identified.
- A public meeting has been held and residents have been kept informed of progress in the newsletter.
- Meetings have been held with the VWHDC and Community First Oxfordshire.
- A meeting has been held with MOD on Dalton Barracks.
- A proposal for the designated area has been put to the Vale of White Horse DC.
- Other Neighbourhood Plans has been viewed.
- The implications of the Local Plan Part 2 have been looked at initially

4. The Designated Area

An application has been made to the Vale of White Horse District Council for agreement on the Joint Designated Area; this had been revised to take into account the proposal in the Local Plan Part 2 to develop the Dalton Barracks site. The parish councils considered that it was

now necessary to include the whole area within the boundaries of the two parishes in the designated area. The paper has been circulated to Steering Committee members. An objection can be expected from Abingdon Town Council that are likely to seek to exclude the development sites in St Helen Without PC south of the A34 and may even go further. MOD policy is also relevant as historically it has objected to MOD operational areas being included in Neighbourhood Plans. It was agreed that it would be worth drawing the potential conflict with MOD policy to the attention of the two constituency MPs (Ed Vaizey and Nicola Blackwood).

5. The Volunteer Resource

The list of volunteers has been circulated to Steering Committee members for their personal use. It is probable that additional volunteers will come forward following the publication of the March community newsletter. An important point to note is that volunteers needed to be kept on-side and involved in the process at a relatively early stage. Mrs Osborne said that this might best be achieved by holding a tea party which would allow volunteers to meet the Steering Committee; this suggestion was welcomed. It would be valuable to obtain feedback from volunteers and others on what they wanted for their villages; a market place event where people could write down their 'wish list' would be an appropriate method. It was considered that there would be a need for a series of meetings. WADSTOCK would also provide an opportunity for promoting the Neighbourhood Plan. It was also important to involve young people; one possibility might be to get a volunteer working for their Duke of Edinburgh's award.

Mrs Osborne said that it would be helpful to have a volunteer to read documents to her as she had a sight impediment.

6. Mode of Operation

It will be for the Steering Committee to work together in the next few meetings to decide on the mode of operation. Preparatory work, for example by doing background research, needed to be carried out by volunteers. Specific actions need to be identified and a strategy devised so that groups can be set up to consider specific action in particular areas such as housing and infrastructure. Information is available on a number of internet sites which can assist with this process. Mr Bahu agreed to circulate a list of useful sites. Ms Elliott said that market research should be carried out involving early engagement with the community. Questions would need to be formulated which could be used in face to face contact. Ms Aydin said that some initial survey work carried out by local authorities should be available. Mr Ashton said that the Neighbourhood Plan would need to be planning-led. Ms Ashton and Mr Bahu agreed to work together to consider the next steps.

7. Community Engagement

The views of the community on its priorities is an essential part of any Neighbourhood Plan. This is normally done through questionnaires. Asking the right questions is vitally important and a user friendly design and professional appearance of the document is important. As suggested in Paragraphs 5 and 6 above meetings needed to be set up with members of the community to obtain their views.

8. The IT Resource, the Website, Social Networking

Cllr Bristow was taking the lead on Information Technology communications. He said that he had set up a section on the community website on the Neighbourhood Plan and would be looking at setting up a Facebook page; one option would be to use Workplace. Doodle could be used to set up meetings.

Cllrs Bristow and Fitzgerald agreed to work together on identifying project management software.

9. The Vale of White Horse District Council Local Plan Part 2

The meeting was preceded by the exhibition and presentation hosted by the Vale of White Horse District Council at the Community Centre. The consultation period will now take place and the two Parish Councils and the Steering Committee will need to develop their responses. Mr Churchill said that there would need to be an evidence based section covering the various sites proposed. The Vale of White Horse District Council would need to carry out a new Green Belt Review.

10. Dates and Venues of Future Meetings

It was agreed that the next meeting would be held on Wednesday 29th March at 7pm; the venue to be confirmed.

11. Any Other Business

None



Signed Date **29th March 2017**

Chairman