

Watlington Neighbourhood Plan Forum

Meeting of the Development Sites Group on 26th May 2016

Present: Tony Powell (Facilitator), Gill Bindoff, Ian Hill, Terry Jackson, Robin Wilson, Tony Williamson.

1. **Apologies for absence:** Nick Greaves, Keith Jackson, Luke Johnson, Rob Field
2. **Declarations of interest:** none
3. **Minutes of the meeting of 17th May 2016.** These had been circulated in advance and were agreed to be a correct record. An addition has been made at the suggestion of Peter Canavan, who had attended the meeting. This reads '*A Neighbourhood Plan only has 'material weight' once it has been submitted to the District Council.*' This sentence completes item 8 in the minutes.
4. **Site selection process and timetable:**
 - 4.1. **Update on development sites' spreadsheet.** This remains a working document. 16 sites are known to be 'available for development', 10 are not available and 16 are still unknown. The 16 sites will be mapped out on information boards for the forthcoming Roadshows. The status of the small sites was discussed. It was agreed that, as there are a small number of them, they will remain on the full list of sites and will be assessed in the same way as all sites, but sites which would accommodate 10 or less dwellings would not be put forward in the NP. These sites will go through the standard planning application process and, if approved for development, will be regarded as windfall sites as they are likely only to provide approximately 10% of the total needed.
 - 4.2. It was confirmed that the working premise for the NP is to allocate sites to accommodate 200 dwellings. It is expected that this is likely to meet the requirements for development in 'Larger Villages' in the emerging SODC Local Plan.
 - 4.3. The principle of using a traffic light system to assess sites against the selection criteria had been tested using the known available sites and 12 of the core criteria. It was agreed that this system can be justified and will be used in the final site selection process.
 - 4.4. **Timetable:** it was hoped that parts of the selection process can be completed by the end of June. This may be optimistic given the pressure of work to prepare for the Roadshows and also group members' absence for holidays in June.
 - 4.5. **Preparations for Roadshows:** these will be held from 11 - 15 June and will be in 7 locations around the town/ parish. Tony P will draft text explaining the site selection process. The site selection criteria will be included and Ian will produce maps showing the large and small available sites with a short commentary. The map of the built form of Watlington will also be included. Visitors will be asked to give their views on the process adopted for site selection on a scale of 1 to 4. It is hoped that this will indicate a good level of community support.
5. **Meetings with developers:** these have gone ahead. Four meetings have taken place on the mornings of 25th and 26th May. Written notes will be circulated in due course. An audio recording was also made in order to ensure that any doubts about the meetings which may occur at a later stage can be resolved by a verbatim record of the meetings. It was agreed that the meetings had been a very useful opportunity to exchange information. These meetings are not part of the site selection process and will have no influence on it. A date for meetings with other developers is to be confirmed.
6. **Dates for next meetings are to be confirmed**