

NPF Coordination Group

Minutes of 5th meeting: 14/12/2015 – West Room 7.30pm

Present :-

Gill Bindoff, Norman Perry, Debbie Davies, David Cotterell, Keith Jackson

1. Apologies for absence – Pepita Bianchi
[Action GB to contact RS and TC – earlier versions of the agenda had Parish Office as venue]
2. Declarations of Interest
None
3. Minutes from 7/12/2015: Approved after minor correction advised by DD.
4. Matters arising
The correction regarding membership to the Terms of Reference that are published on the NPF website must receive formal approval by Full Council after consideration by the NP Steering Committee. It is not anticipated that the approval will not be forthcoming and no objection was raised to DD continuing as a member of the NPF in the meantime.
5. Coordination Group : Communications Issues
Minutes / written reports/notes of the AGs should be seen by the CG . In addition to verbal reports from the facilitators of these groups this will be one of the chief ways that the CG can monitor progress of the AGs.
The minutes of each AG should be published in that group's area on the website after consideration by the NPFCG.
RG has produced a powerpoint document after consultation with GB detailing administrative duties including those shared by KJ
AGs do not need to have formal agendas but dates of their meetings should be made public in advance.
It was also thought that the NPFCG should provide monthly updates on progress to be circulated to a wide list including all who have registered an interest in the NP but who do not necessarily attend meetings.
[Action: KJ to maintain a list of members of each group
DC to provide details of two new traffic group members]
6. Updates from the AGs
Traffic
DC reported that the group has 12 members still wanting to remain involved.
There have been various written reports produced.
[Action DC to circulate:
TB and KW review of the TPP report

EC and SS Environmental review of Air pollution AQMA and proposed SODC actions
RS and JS review of SODC and OCC traffic related documents]
These reports should be available on the NP website when reviewed
The traffic group now has a comprehensive set of notes.

The next stage is to assess the existing evidence using the traffic light system.
It was thought the NPFCG could also use the traffic light system to assess the progress of
the AGs

Housing

GB reported that report from the last Housing group meeting had been circulated
The group had considered the Chinnor Housing survey as a basis for a Watlington Survey
GB thought any assessment of WAT7 ought to take into account loss of employment
potential.

NP mentioned the Government revised NPPF (National Planning Policy Framework)
document which ends consultation 25/01/2016

[Action: NPFCG consider this document and recommend to Housing Group that it
should also do this]

Development Sites

DD reported that there were now some notes from the last meeting which need to be
circulated amongst the sites group members before being passed onto the NPFCG
[DD to circulate notes]

Infrastructure

No change from last NPFCG meeting

Environmental Sustainability

Notes now available [GB to circulate?]

The group should consider how to protect small green spaces and review Tree
Preservation Orders

Suitable criteria should be formulated and passed to the Sites group

Social Sustainability

There are some notes available including a review by Roger Beattie of Watlington Parish
population demographics

[Action: GB to circulate notes]

Economic Sustainability

There will be a meeting on 17/12/2015 to with two speakers Suzanne Malcolm SODC
economic development office and Mike Jennings from the Chalgrove Business Park

(Watlington Club 19:30)

7. Communications Policy

Pyrtton have been invited to the next NPFCG meeting

The WPC NP Steering Committee have still to review and approve the policy

It was thought that a report on progress with the Plan ought to be provided to the general populace possibly via an article in the Watlington Times – hopefully in the February 2016 edition

[Action : NPFCG to write report, NPSC to review?]

It was thought that a Traffic group meeting ought to be devoted to the subject of on-street parking and residents (& businesses) of Couching St and Shirburn Stret invited.

8. Other matters

DD mentioned minutes of NPFCG last meeting item 6 had an action on GB to send a note to Peter Canavan

[Action:GB to clarify with RG]

9. Next Meeting Dates

Economic sustainability meeting including SODC officer Thursday 17th December (Watlington Club) with Mike Jennings (Chalgrove Business Park) as guest speaker

Traffic Group 21/12/2015 (TBA)

NPFCG Monday 4th January 2016 joint with Steering group for talk by Community First, Oxfordshire (Fiona Mullins) on Housing Surveys (West Room 7:30pm)

Development Sites 07/01/2016 (Parish Office 7:30pm)

NPFCG Monday 11th January note: to include Pyrtton meeting (West Room 7:30pm)

Environmental Sustainability 13/01/2016 (West Room 7:30pm)

NPFCG Monday 18th January note: NP apologies in advance (West Room 7:30pm)