



# Watlington Parish Council

## MINUTES OF THE MEETING OF THE NEIGHBOURHOOD PLAN STEERING COMMITTEE HELD ON MONDAY 5<sup>th</sup> February 2018 AT 8PM IN THE COMMUNITY OFFICE

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**Councillors:** Jeremy Bell (Chair) Matt Reid (Vice Chair), Tony Williamson, Tom Bindoff, Terry Jackson

**In Attendance:** Gill Bindoff, Peter Richardson, Ian Hill (Chair of Parish Council)

**Officer:** Rachel Gill

12/18 Apologies

There were none

13/18 Declarations of Interest

There were none

14/18 Minutes of the last meeting held on 8<sup>th</sup> January 2017.

**Resolved : The minutes were agreed & signed by the chair.**

15/18 Matters Arising

**GB** gave updates on several matters:

Health Check

It was agreed in the last meeting to ask Full Council about this matter, however, between the Steering Committee Meeting and Full Council Meeting we received OALC advice that there being no reason not to make the document public we should add it to our website. This was done and the member of the public who asked for the document was informed.

Edge Road Traffic Engineers Meeting

**GB** reported that this meeting has now taken place and design parameters for the road have been agreed. The minutes are available on the website.

Landowners & Developers Meeting

This meeting has also taken place and we understand that there is a commitment to make land available for the road but we do not have this in writing and are chasing this up.

Archstone Application

We noted that changes were expected to this application. There was a meeting on the 22<sup>nd</sup> January to show the changes made and an amended application is expected at the end of February or early March.

### Pyrton Lane/St Leonard's Close

**GB** has met with a concerned resident to discuss this.

**TW** raised the letter about this matter from the Watlington Times. He felt it spelt out a lot of real issues. He felt that the best outcome would be for Homes England to go ahead asap so that funding is made available.

**GB** said that this is what the NP group are focusing on. They are also looking at what other Government funding could be available if Homes England is delayed and are asking John Howell to help with this.

### 16/18 Traffic Management Plan Drop – In Event 3<sup>rd</sup> Feb

**PR** gave a summary of the event and a summary document was circulated. Around 160 people attended, including Steve Harrod, Anna Badcock and John Howell. Feedback forms were filled in by 130 people.

**JB** asked whether the 'urban clearway' was raised by anyone? No it was not but altering parking on Couching Street was one of the proposals included. SODC proposed the 'clearway' and OCC are against it. They plan to visit Watlington to discuss the best options.

**GB** handed out a traffic FAQ document.

**Resolved: Steering Committee to review the Traffic FAQ document and recommend whether it should go on the website.**

### 17/18 Update on SODC Consultation and Examination of WNDP

There were 68 responses to the consultation (45 individuals, 13 statutory, 9 land agents/developers and 1 retailer). SODC were surprised at the high volume of responses.

A summary document was handed out and PR/GB gave a summary of the key responses.

There were 18 responses with concerns over Pyrton Lane/ St Leonards Close traffic.

**JB** suggested that the NP engage with this group and address their concerns. Initially this could be progressed by doing a traffic survey of current use compared to 2014. Steve Harrod suggested a meeting with himself and Jason Sherwood (OCC Highways).

**Resolved : NP Group to look at ways to engage with Pyrton Lane/St Leonards Close residents.**

The examiner will now look at the consultation responses and will issue a 'Clarification Note' to the WNDP team. This is likely to arrive this week. There was some discussion on how best to reply to this document quickly as we will likely only have a week to respond.

**GB** has asked Ricardo Rios (SODC) whether we will get the opportunity to discuss these matters with the examiner.

**The terms of reference for the current structure state that it will end after the referendum.**

**GB** circulated a list of work still to be completed.

**GB** felt that the current structure of Parish Council Steering Committee and NP Forum has worked well and that continuing with this would be an option. She asked whether tweaking the existing terms of reference is an option?

**IH** suggested that an Advisory Committee of the Parish Council be set up to do the work. This would mean that non-councillor members would have equal voting rights and that the committee could be a mixture of councillors and non-councillors, or even all non-councillors. **IH** felt that the group would be more stable if there were some councillors on it. The disadvantage of this is that they cannot have money but can ask for it but it would be part of the PC structure. This would be discussed at Full Council as the next Strategy meeting will be too late.

**TW** felt that from a PC point of view a structure was needed to do the work. There will be a range of other issues for the PC to deal with in addition to **GB**'s initial list. He asked whether **IH**'s proposal meant that the group could resolve issues / courses of action without having to go to Full Council ? He added that there was a perception among some people that the NP Forum was acting independently of the WPC.

**GB** said that WNDP process has always followed the process of submitting all details through the Steering Committee.

**PR** raised the issue of resource and added that delivery is a crucial factor.

**TB** was concerned that the councillors would not have capacity to take on this workload.

**JB** said that we need the most efficient system in place, and that we need to recognize that the role will be changing from drawing up the Neighbourhood plan, to working towards its delivery.

**JB** asked for a vote to continue for another 15 minutes

**Resolved : To continue the meeting for another 15 minutes**

After further discussion it was :

**Resolved: to add this item to the agenda for the next meeting.**

Next meeting Monday 5<sup>th</sup> March

**There being no other Business the meeting closed at 10:15 pm**