



Watlington Parish Council

Parish Clerk: Kristina Tynan

MINUTES OF THE MEETING OF THE NEIGHBOURHOOD PLAN STEERING COMMITTEE HELD ON MONDAY 9th JANUARY AT 8PM IN THE PARISH OFFICE

Present:

Councillors: Jeremy Bell (Chair), Matt Reid, Steph Van de Pette, Tony Williamson, Tom Bindoff

In Attendance: Peter Richardson, Gill Bindoff

1. Apologies
Terry Jackson
2. Declarations of Interest
None
3. Minutes of the last meeting
The minutes from the 5th December were reviewed and signed off by the Chair.
4. Matters Arising
All covered in the agenda
5. NP Forum Update

Traffic Modelling

Prices have been received from all 4 providers. David Cotterell has produced a summary page which the group reviewed.

For the sites assessments there are 3 options :

Relief Road Option 2 via sites 7/8,9,10, 11, 12. In this case a proposed relief/link road will be linked up through sites 8, 9, 10, 11 and 12, past the existing Industrial Estate, with the road to Benson, locally called the Britwell Road.

Relief Road Option 3 by way of development Sites 11, 12 - In this case housing development service road only would be linked up through sites 11 and 12, past the existing Industrial Estate, with the road to Benson, locally called the Britwell Road.

Option 4 would consider sites 7, 8,9 only -In this case a housing development service road only will be linked up through sites 8 and 9.

We have £4500 from Locality to get this work done and this should go ahead as soon as possible as the grant must be spent by the end of March.

We still need to look at traffic flows for the B4009 and the possible re-alignment . More input is needed from SODC and the NP Forum Traffic group. SODC are currently using the OCC model to look at this, there will be a report next month.

JB asked if we could agree a preferred bidder and agree to proceed conditionally.
MR stated that for the Parish Council 3 quotes were needed.

Some clarification is needed on the RPS quote.

Resolved: RG to send an email to all providers to:

- Split out the Site Specific Assessment work
- Confirm the cost
- Confirm that work can be completed by the end of March
- Confirm who will do the work
- Confirm that the price includes at least one opportunity to feedback and update the document

Resolved: RG to speak to Kristina to put a recommendation to Full Council.

RECOMMENDATION TO COUNCIL: That Council agree to spend £4,500, this amount has been received from Locality, to pay for the modelling of traffic impacts on specific sites (see attached sheet for details). That the NP Steering Committee be given delegated authority to choose which company, out of the four quotations received, to commission these works from. That the NP Steering Committee can agree the provider by email if a decision needs to be made before a scheduled meeting as the work must be completed and paid for by the end of March 2017.

HCA / Chalgrove Meeting

There was a meeting on the 13th December which also included Pyrton, Cuxham, Shirburn and Britwell Salome.

There was not much specific for those communities in this meeting but they have all had individual meetings with HCA to look at traffic management.

An alternative route was discussed during the afternoon session, trying to look at ideas which may be more acceptable to Pyrton. Pyrton seemed interested in some of them but have been advised by their consultants Terence O'Rourke not to support them.

There is a meeting with Peter Canavan and Pyrton on Weds 11th Jan to discuss how SODC can deal with 2 adjacent plans which do not align.

SODC are also looking at B4009 to see evidence on whether Watlington needs an alternative route, either with or without Chalgrove going ahead. The HCA are also looking at regional traffic modelling and will have a report ready in March.

The group discussed what other potential developments there might be in the region.

SA Scoping Report

The draft of this document was completed before Christmas with help from Community First Oxfordshire (CFO). Some tweaks are still required, the document will then go to CFO again before being sent to a range of statutory and non-statutory consultees.

MR asked about policy CSR1 and whether this would cover coalescence with Pyrton?

TW asked for some amendments to comments on HGVs and some of the issues encountered.

Resolved : GB read out some changes already proposed and recommended by CFO and the group agreed this.

GB asked the Steering Group for permission to circulate the final document.

Resolved : After updates have been made to the document and CFO have checked it the Steering Group will review via email before the document goes off to Statutory Consultees.

MR asked whether the document should go to full council?

GB said that the council would get the document at the same time as statutory consultees and there would still be opportunity to give feedback.

AOB

GB handed out a copy of some notes from a Communications meeting held with PR and RG to review how we can best engage people in the next few months.

GB showed the group the update written for the Watlington Times and asked for feedback by the end of Tuesday.

PR asked for committee's opinion on sending more attractive emails using a program called Constant Contact. The cost of this is around £30 per month. However as are under budget for Christmas Cards and the Video this could be affordable.

MR felt that some people had images turned off on their email and felt that adding the logo to the top of emails may be more effective. This would also help to differentiate between Parish Council and NP communications.

SVDP asked whether there was free software we could use?

PR said yes but this would require more work.

JB felt that there was not enough information to make a decision.

TW said that we need to communicate more detailed information instead of saying how hard we are working.

SvdP suggested adding timescales and what is to be communicated to the document.

GB Asked for approval for having someone outside the Town Hall on a Saturday morning.

Resolved : Steering Committee agreed with this.

GB asked for approval to put the new video on Youtube with a link from the NP Website.

Resolved : Steering Committee agreed with this.

The meeting closed at 10:10 pm.