

## WATLINGTON NEIGHBOURHOOD PLAN FORUM

DEVELOPMENT SITES GROUP: meeting held on Thursday 4th February 2016

Present: Debbie Davies (Facilitator), Gill Bindoff (Scribe), Rob Field, Nick Greaves, Ian Hill, Terry Jackson, Tony Powell, Tony Williamson (to 8.45p.m.)

1. Apologies: Pepita Bianchi, Keith Jackson ( arrived at 9.20), Luke Johnson, Nick Thomas
2. Minutes of the meeting of 21st January, 2016, were agreed as a correct record.
3. Matters arising:

The WPC NP Steering Committee decided not to send a map of sites with the request to land owners/agents for an update on information as the map is not definitive. The committee considered the DSG draft minutes, 21<sup>st</sup> Jan, at its meeting on 01.02.16. The five principles used to identify sites for consideration in the NP were confirmed by the committee

The SC also asked that a further principle be included to clarify the situation regarding existing green spaces. The DSG agreed that a statement will be added at the end of the five principles to say: 'Sites which will not be included are: existing green spaces which are of environmental and amenity value.'

A record is being prepared of walking distances and times from each identified site to the schools campus and to the Town Hall plus current condition of pavements/footways etc.

4. Record of identified sites:

NG and Rachel Gill have completed the research on landowners/agents and RG has updated the list

Letters to all relevant contacts were posted on 02.02.16 and 04.02.16. together with the revised Site Submission Form.

The deadline for responses is Friday 26th February

An application has been made for conversion of 41 Couching Street from offices to 8 residential units. It was agreed to include this site on the list of sites identified for consideration for the NP.

A list of information and features to be recorded for each site will be drafted and applied consistently to each site

IH has produced an up to date map with all sites identified clearly marked. He offered to extract the site areas from the mapping information.

5. Site assessment criteria:

There was further discussion on how best to proceed.

It was confirmed that the planning constraints used by SODC for the evaluation of sites in larger villages (the ones not working on an NP) will form the basis of the criteria used in the Watlington NP.

These criteria will be informed by the objectives agreed by the three Forum sustainability groups as well as the traffic, housing and infrastructure groups.

The Forum Environmental Sustainability Group has produced a list of objectives. Eight of these are proposed as site selection criteria.

Criteria proposed by the other groups is expected by the end of February.

The outcomes of the housing survey will not be available until mid-April

It was agreed that a draft list of criteria will be produced for consideration at the next meeting.

6. Evaluation of criteria:

This was revisited as RF had worked on this and had not been able to contribute to the discussion at the previous meeting.

RF made the case for using a larger range of levels for evaluation than the three used in the simple traffic light system

GB reported that the Environmental Sustainability Group recommended a five level evaluation system which has been drafted in relation to the site selection criteria developed by the group.

Agreement was not reached at the meeting but it was decided that detailed proposals for a five scale evaluation system will be produced for consideration at the next meeting. This will be worked on by a small group and circulated to all members of the DS Group in advance of the next meeting.

It was agreed that the priority is to adopt a system which can be supported by secure evidence.

7. Public consultation:

Options for engaging Watlington residents in the process of site selection were discussed.

A roadshow style informal consultation was proposed where residents would be updated on the progress achieved relating to sites, traffic, sustainability objectives etc. and invited to express their views. In an ideal situation, the Roadshow would be run in March before Easter but may have to be

delayed until after the school holiday, especially as the results of the housing survey will not be available before then.

The formal Consultation 3 will be on the full draft NP when it is prepared later in the year.

Public consultation arrangements will be discussed by the Forum Coordination Group and the WPC NP Steering Committee.

8. Traffic Workshop held on 30th January:

GB reported to the group. It had been very successful in sharing the work of the Forum Traffic Group with the members of the Coordination Group and the WPC NP Steering Committee. 16 people had attended. Six options for managing traffic had been worked up ranging from a full bypass to proposals for improving the management of traffic at the town centre.

The focus of the process has been on researching different strategies for traffic management. Criteria for evaluating the strategies are in draft.

The next stage is to relate the strategies to sites considered for development in order to assess their impact

9. Budget and Advisory Support:

It was agreed to investigate options for gaining advice from an independent examiner on the selection of sites and on the optimum way to present evidence about the two identified sites in Pyrton Parish (outside the boundary of the Watlington NP)

It was agreed to obtain information from Locality about further funding which may be available.

10. Date of next meeting:

This will be on Wednesday 2nd March 2016 at the Community Office at 7.30p.m.

It is expected that confirmed information about the availability of sites will be available by then.