

Watlington Neighbourhood Plan Forum

Development Sites Group: minutes of the meeting of 15th March 2016

Present: Debbie Davies (Facilitator), Gill Bindoff (scribe), Nick Greaves, Ian Hill, Keith Jackson, Tony Powell, Tony Williamson

1. Apologies: Rob Field, Luke Johnson, Terry Jackson, Nick Thomas

2. Declarations of interest: none

3. Minutes of the meeting of 2nd March 2016:

The minutes were agreed as a correct record.

4. Matters arising on the minutes:

Progress is being made on recording the agreed features of each site.

Records of the remaining sites will be completed as soon as possible.

5. Site availability:

Peter Canavan, SODC, advised to record availability as 'unknown' for sites that land owners/agents have not replied to the NP's request for information (letters sent week commencing 1st February, deadline for response 26th February, telephone follow ups weeks commencing 7th March and 14th March).

6. Site assessment criteria:

a) The group had worked individually/in pairs to carry out a trial of the assessment process and this was discussed in detail. Draft criteria were amended to improve clarity.

b) A template had been used which follows a format adopted by SODC.

c) The built form of Watlington was discussed. Options for including the playing field, school playing field etc were considered. IH agreed to write a justification for a built form to be used for site assessment

d) The Infrastructure Group had assessed sites for highway access and waste water and water supply. It was agreed to request OCC Highways and Thames Water respectively to assess these criteria.

e) The use of criteria relating to traffic impact was discussed. Further work is needed to establish what evidence would be required in order to assess the criteria.

7. Forum workshop on Saturday 19th March:

Members of the working groups have been invited to attend.

8. Timetable to complete the site assessments:

Discussion of this item was deferred until the outcomes of the workshop are available.

This will also be discussed at the next meeting which will be attended by Peter Canavan (SODC).

9. Date of next meeting:

The next meeting will be held on Wednesday 23rd March at the Parish Office at 7.30p.m.