

Record of the Neighbourhood Plan Core Committee held on Monday 7th April 2014 at 19:30 in the Community Office

Present

Committee members: Ian Hill
Gill Bindoff
Andrew Hocking (Skype)
Neil Mitchenall
Rhian Woods

ORCC: Anton Nath

Public: Tim Horton (present as a member of the public)

24/14 Apologies for absence

Neil Boddington

25/14 Declarations of Interest

Gill Bindoff declared an interest if contracts with ORCC were discussed as she is a Director.

26/14 Approval of minutes of 5th March meeting and matters arising

IH apologised that these minutes had not been issued. The meeting was devoted entirely to preparation for the Drop-in consultation and formal minutes had not been taken.

27/14 ORCC support for NP teams

IH welcomed Anton Nath and invited him to explain how ORCC could assist the NPCC in preparation of the Watlington NP. AN described three services that could be provided – the full support package was no longer offered. The services available are:

- Support for consultations
- Housing need assessment
- Benefits of housing gain S106/CIL.

Cost for consultation support and housing needs assessment is based on number of houses and returns – they would expect a 35% return rate. As an illustration the survey carried out for Bloxham which is a similar size to Watlington cost £3000. This survey had 90+ questions and covered not only housing needs but also other topics relevant to the NP.

He recommended that keeping volunteers involved was essential – and suggested a weekly bulletin. He recommended the CPRE document “How to shape where you live: a guide to neighbourhood planning” as being better than the Locality document. (Both are available from our watlingtonnp.org.uk website.)

28/14 Summary of results from consultation 1

The analysis of responses to the questionnaire prepared by AH was agreed as clear and useful. It provides a good pointer to the issues that need to be followed up. The Post-it notes would be kept for examination as options were investigated. AH offered to produce a brief report on the results of the consultation.

The preliminary results show that Housing is a low concern of the community and that traffic is the highest concern. We need to ensure that the data and analyses for traffic were firmly linked to the effect of development in the town – we cannot include in the Neighbourhood Plan schemes for dealing with the present traffic issues in isolation.

It was agreed that responses from the Business Association would be kept separate, as would those from adjacent communities (Cuxham, Shirburn and Pyrton). It was agreed that Britwell Salome should be asked if they wanted a consultation session and the planned session for Christmas Common, Greenfield and Howe Hill was necessary as early as possible.

29/14 Next steps

AH said that we need to deal with the Vision first then collect evidence. He suggested that we need to prepare a number of visions and decide which to go with.

It was agreed that a traffic survey and analysis was needed and was probably beyond the capabilities of the voluntary effort. It needs to be seen in the context of district wide traffic issues and of control of the current pollution problems. GB urged that we do not ignore the local issue of how to manage traffic that comes through the town. NM said he had traffic consultant contacts who might be able to advise our on what is needed and would arrange to meet them to find out:

- What we need to know
- How we go about getting that information
- How to analyse the resulting knowledge base for specific development options
- How to achieve a useful consultation on the options.

We need to involve both the County and District Councils in this work.

For other consultations that might be needed, we agreed that we should talk to Woodcote and Bloxham to establish what information was most necessary and how they obtained it. This should be done before we decide what we might want ORCC to do.

30/14 Other business

IH reported that appointment for an assistance had been agreed, but that the advertisement had missed the March Watlington Times so selection would be delayed till the end of April.

The SODC had offered us a grant of £10k, which had been accepted.

Application for Locality funding should be submitted as soon as possible.

- Getting the website up and running is a high priority
- Facebook and Twitter presence are probably needed, but not an immediate priority
- A brief report on the outcome of Consultation 1 is needed soon
- Development of a vision for housing and commercial development is the next priority
- IH agreed to find out about any proposed developments such as that at Watcombe Manor that are in the pipeline

31/14 Next meeting

Formal NPCC meetings will be held on the first Monday evening of the month. It was noted that the first Monday in May was bank holiday so the meeting was deferred to 12th May.

32/14 Actions

- a. Report on results of first consultation – AH
- b. Find support for traffic consultation – NM
- c. Get website up and running – IH
- d. Submit Locality application – IH
- e. Circulate information on known development projects - IH