

NPF Coordination Group

Minutes of third meeting: 01/12/2015 – Town Hall 7.30pm

Present :-

Gill Bindoff, Peter Richardson, Pepita Bianchi, Norman Perry, Debbie Davies, Tony Clarry, Keith Jackson

1. Apologies for absence – David Cotterell, Rob Smith (acting as facilitator for the NP Traffic Group meeting on the same night), Andy Higgins
AH has withdrawn from the NPF due to impending move abroad
2. Minutes from previous meeting : approved
TC will now act as facilitator for the infrastructure group and provide link back to NPFCG
TC thinks the group is largely self-leading and has a clear progress plan.
Perhaps AH can be replaced by a similar younger person from one of the advisory groups
3. Feedback from NPSC meeting
Regarding the conflict of interest forms and declarations issue for persons in the advisory groups who might have a pecuniary interest, the SC suggested that at the start of every meeting AG members should be asked if they had a conflict of interest in respect of any of the agenda items. Where the agenda had no specific items the question should be asked whenever areas of interest arose in the discussions.
The WPC will provide a suitable form of words for this purpose.
[Action: GB to follow up with RG/WPC to ensure we get the form of words]

The SC generally approved the idea of members of the NPFCG 'leading' the various AGs.

DD queried the idea of NPFCG members leading Advisory Groups because they are also expected to review the work of Advisory Groups

[Action: GB to email NB to explain and advise adoption of PB/DD as facilitators/coordinators of the sites AG]

The SC congratulated GB on the work done so far.

The SC thought more written evidence of progress on the various tasks was required this perception not helped by minutes and reports not being distributed to SG members.

Hopefully easing of the admin burden on RG will help.

There was some discussion on the best way for the NPFCG to communicate progress to the SC.

[Action: NP to draft proposal for interaction with SC which GB will submit to SC]

SG wanted specific expenditure items and amounts submitted by early January 2016
GB has asked Cllr Steve Harrod to obtain general guidance from OCC Highways regarding costs of advisory work. We will also ask Tom McCulloch (Community First Oxfordshire) to quote for Housing needs survey and any other relevant support work that the organisation can provide.

4. Updates from Working Groups

TC distributed report of first Infrastructure Group meeting

Sites:

The issue of shared sites with Pyrton was discussed WAT7 and WAT8.

PC has advised (DD) that it would be helpful if we could assess these sites in conjunction with Pyrton to reflect that the housing allocation is to the settlement of Watlington, not the parish of Watlington. It was noted that the report commissioned by SODC on Landscape Capacity recommends that the larger site in Pyrton parish (Wat 8) is not taken forward for further consideration on potential for harm to the setting of Watlington and the AONB.)

There was some discussion on adapting the Malmesbury weighted criteria scoring process for evaluation of the Watlington sites.

KJ presented a demonstration of how the process could work using the examples of WAT1-4 re-assessed using a trial procedure.

DD expressed concern that the more detailed process was more subjective and might lead to lengthy argument ; also it could be open to (legal) challenge.

It was thought that the procedure was worth further evaluation as it could provide a more informative assessment to complement the binary assessments of the current visions document.

[Action KJ to present at next sites meeting]

GB reported that the various sustainability groups are getting off the ground in particular a economic sustainability group meeting including the SODC sustainability officer Suzanne Malcolm has been arranged for 17th December.

[Action GB to confirm Watlington Club availability]

Following the successful meeting on 25th November with SODC Housing Officer

Delasei Osei and Peter Canavan attended by some 50 people the Housing group will meet on Tuesday 8th December.

Members of the traffic group have been reviewing core documents. They will be discussing these at their meeting this evening and planning the next stage of work

5. Communications

Christmas Fayre

PR and RG have put in a lot of work to make sure that the NP has a high profile at the Watlington Christmas Fair on 5th December. Plans are well in hand for the stall and activities with a theme which links past and future Watlington. The aim is to provide an entertaining activity while gathering more names/ email contacts for the NP data base. Members of the Forum will help out on the day. PR has been successful in gaining the support of local businesses which have donated prizes for the treasure map activity and was thanked warmly for all the effort he is putting in to make the event a success.

Our Communications Policy will be discussed by NPSC at their meeting on 4th January 2016.

It was decided that we should improve contact with neighbouring Parishes.

[Action PR to invite John Curtis to bring a Pyrton NP team to the NPFCG meeting on January 11th 2016 Peter Canavan also to be invited]

[Action PR to contact Graham Wells (Britwell Salome) and make contact with Donna Seymour (Cuxham) about meeting with them]

6. Finance Matters

An overall budget requirement of around 10K has been suggested to WPC.

We will probably require a Housing Survey.

[GB to arrange a meeting with Tom McCulloch Oxfordshire First (aka ORCC) to explore Housing Surveys]

The Traffic group may need to finance traffic impact modelling and should be encouraged to contact Steve Harrod about modelling costs

It was also thought the Traffic group should obtain more realistic and reliable costs for the various by-pass options.

It is known that SODC has evaluated/obtained realistic costs for a by-pass road in Didcot and is asking Central Government for funds.

[Action PR to ask Peter Canavan for information about any traffic related studies that SODC have commissioned] .

7. Next Meeting Dates

NPFCG Monday 7th December (TBA 7:30pm) with Tom McCulloch (CFO) on Housing Needs Surveys – NPSC may also attend.

Infrastructure Wednesday 2nd December (19:30 Parish Office)

Sites Thursday 3rd December (19:30 Parish Office)

Housing Tuesday 8th December (19:30 Parish Office)

Social Sustainability 10th December (TBA)

Environment Sustainability Wednesday 2nd December (West Room 19:30)

Economic sustainability meeting including SODC officer Thursday 17th December (Watlington Club) with Mike Jennings (Chalgrove Business Park) as guest speaker

NPFCG Monday 14th December (TBA)

NPFCG Monday 11th January (TBA – note to include Pyrton meeting)