

NPF Coordination Group

Minutes of 9th meeting: 25/01/2016 – West Room 7.30pm

Present: Gill Bindoff (Facilitator), Debbie Davies, Peter Richardson (volunteer administrator), Norman Perry, Pauline Harvey, David Cotterell, Keith Jackson.

1. Apologies for absence:- Pepita Bianchi, Rob Smith.

GB welcomed Pauline Harvey into the group

2. Declarations of Interest :- GB – Trustee Community First Oxfordshire.
3. Minutes: The minutes from the meetings on 11/01/2016 and 18/01/2016 were approved with some minor amendments. It was resolved that the minutes of the 11/01/2016 which was attended by Pyrton NP and Peter Canavan should be passed to Peter Canavan to seek his comments.

[Action KJ to send minutes to PC]

4. Housing Needs Survey

Printing the questionnaires starts tomorrow. Volunteers are required to put these into labelled unsealed envelopes ready for delivery. It is hoped that the survey will be ready for distribution before the end of the week.

PR outlined the delivery and collection process. There are around 25 delivery streams and 20-30 volunteers. Forms should be delivered into hand if possible with volunteers knocking on doors and explaining the importance of the survey and that it is strictly confidential. Volunteers will make two visits for collection over an approx two week period. If a sealed envelope cannot be collected volunteers will post a leaflet asking the householder to take the sealed envelope with the questionnaire inside to the Post Office by 20th February.

Tally sheets will be provided to allow volunteers to keep track of which homes have been collected from. If a householder offers to deliver their questionnaire to the Post Office this should be marked on the tally sheet.

{Action:- KJ to ask TJ to help with 'envelope stuffing'}

5. Traffic Workshop 30/01/2016

DC outlined how this will be conducted. PB will chair the process and GB will take notes.

There will be 5 tables each presenting an option for addressing the traffic issues alongside a set of criteria for assessing the impacts of each option.

The options will be roughly (1) improving traffic flow (2) relief road with green routes (3) One way system using existing roads (4) One way system with some new roads (5) Enforcing existing restrictions esp Weight limit (6) Town centre traffic management

6. Development sites progress

DD reported 3 new members Ian Hill, Tony Powell, Nick Thomas

Standard letters with form and map will be going out shortly to identified site owners/agents to update information on possible sites for development.

A simple traffic light system will be adopted for the first round of site assessment.

The sites group will consider whether to include small sites within Watlington not so far included but which have a planning history.

7. Infrastructure Group

The group is considering the issue of car parking and public transport.

It will also produce letters for contacting the emergency services about the impact of population growth in Watlington on their service provision. Similar letters also to be produced for utility companies.

8. Environmental Sustainability

The group has produced a list of objectives for the Sustainability Appraisal Scoping Report which have fed into their recommendations for site selection criteria.

Social sustainability and economic sustainability have meetings in the pipeline.

9. Basic Conditions Statement

The draft produced by NP was considered and minor corrections made and it was generally well received as a very good start.

It was thought that a list of evidence to support the various clauses within the statement was needed. It would also be helpful to have a definition of the 'Settlement of Watlington'. This should be available from the SODC settlement hierarchy.

Evidence is required for the description of Watlington as a service town for several surrounding communities.

[Action NP: produce list of evidence required]

10. WPC NP steering committee meeting

GB to deliver report to the committee based on the reports of achievements from individual AGs.

11. Technical Support – requirements.

These still need to be pulled together

12. Next meeting Monday 08/02/2016 – West Room – 7:30pm