



Watlington Parish Council

Parish Clerk: Kristina Tynan

MINUTES OF THE MEETING OF THE NEIGHBOURHOOD PLAN STEERING COMMITTEE HELD ON MONDAY 4th JULY AT 8PM IN THE PARISH OFFICE

Present:

Councillors: Ian Hill (Vice-Chairman), Terry Jackson, Robin Wilson

In Attendance: Peter Richardson

Officer: Rachel Gill

1. Apologies
Matt Reid, Tom Bindoff, Gill Bindoff and Jeremy Bell
2. Declarations of Interest
None
3. Minutes of the last meeting
Resolved that the minutes of the Steering Group meeting of 9th May 2016 accepted as a correct record.
4. Matters Arising
None other than agenda items.
5. Progress of NP Forum

NP Forum Update – GB provided a document updating on the months events.

Sites - Developer Meetings

TJ and TB have written up notes from all the meetings with developers.

Action RG to send reports to developers before publication

Audio Files There was a discussion on what to do with the audio files. It was decided that these be kept in the office but only needed to be used if something in the written reports needed clarification. If anyone needed to listen to them this would be in the office.

Site 30 – GB had asked the Steering Group for advice on this site which has no road access. The steering group agreed that it be treated the same as all other sites at present. The developer should be invited to meet with the NP asap.

IH stated that the sites group needed to make decisions on sites by the end of July at the latest.

Site 10 – It was agreed to write to the owner again – via Knight Frank as this may be a critical site.

Sites – Decision on Inclusion/Exclusion of Sites

GB has asked the Steering Group for their view on the decision to not include sites of less than 10 dwellings rather than less than 5. Deferred waiting for TJ to check Sites Group minutes first.

Locality Grant Application

This is currently on hold as they have requested a more detailed quotation for traffic modelling.

Traffic Modelling

TJ stated that she felt the quality of information on traffic could have been better for the roadshows.

RG /PR to meet DC tomorrow morning to work on more detailed specification for quotation.

There was some discussion over how the Chalgrove situation could affect traffic, however the general feeling was that we need to model the impact of sites within Watlington and whatever happens in Chalgrove nobody else will be doing that Watlington specific work.

PR will speak to PC about this tomorrow.

RW stated that we needed evidence on the impact of an alternative route.

The Steering Group will need to approve any specification before it is sent for quotation.

Roadshow Feedback

IH shared the latest copy of the “Summary of Results” file with the Group.

There was some discussion over why the feedback forms were not a “consultation” and what the difference was between the roadshows and a formal consultation. TJ commented that roadshows were set up to show people what the NP had been working on.

PR suggested asking Peter Canavan about this. IH stated that the amount of money spent was similar to other consultations and that feedback must be reported properly. RG commented that the number of feedback forms received was similar to Consultation 2.

GB asked that it be minuted that questions from some anonymous members of the public have been answered on the website following their publication in the local press. This had been done but IH said that in general it was the policy of the council not to respond to anonymous requests or complaints.

Action RG to check IH spreadsheet and publish on the website.

6. Next Meeting

As a few people were missing from this meeting and the traffic modelling needs to be approved ASAP it was agreed to try and arrange a meeting for Monday 18th July.

7. AOB

1. Locality Grant / Budget

IH raised concerns over current spending levels and has asked RG/KT to prepare an updated budget with spend to date. He was concerned that we are reliant on getting Locality money to finish the NP. PR stated that SODC would be the next port of call after Locality.

2. Pyrton

IH said that John Curtis has a revised timing plan and would like to meet with the PC. IH to suggest dates and RW offered to attend if available.

Action IH to arrange a date

3. SODC Meeting 5th July

PR had attended the Nettlebed Preferred Options meeting to get an idea of the format. SODC have offered space for the NP to attend the Watlington meeting. It was agreed to take the Roadshow boards on What Watlington Wants and Sites.

4. SODC Preferred Options Consultation

PR asked what the NP response should be for this ? IH said that there should be a PC and NP response and that he would ask for people to contribute at Full Council.

The meeting closed at 9:35pm.