**Minutes of the 30th meeting on 31/05/2017 of the WNDP Forum CG– West Room 7.30p.m**.

Present: Gill Bindoff (Facilitator), Pauline Harvey, Norman Perry, Keith Jackson, Tony Powell, Pepita Bianchi, David Cotterell

1. Apologies for absence: Peter Richardson.  
   Rebecca Broadbent is moving away from Watlington and is no longer a member of this group. GB will send a note of thanks for her work as a member of the coordination group.
2. Declarations of Interest: None
3. Minutes of the meeting of 27/03/2017: these have been approved by email and have been sent to Rachel to post on the website.
4. Matters arising on the minutes:
5. PB has made changes to the Sustainability scoping report following comments from statutory respondees.
6. Development sites draft topic paper on site selection process produced by TP is now with Peter Canavan for his observations. This will include details of the site choices available and offered at earlier consultations and how these were narrowed down to the three sites in the draft.
7. The Design Guide produced by Terry Jackson is now at final draft stage and is available on the NP website.
8. KJ and TJ have been updating theWatlington Important Views document as a result of comments received from the Chilterns Conservation Board on the Environmental Report. There is a technical issue with the maps depicting the locations and direction of view of the photos taken by KJ.
9. GB has completed the Environmental Report / Sustainability Appraisal.
10. Traffic Update – DC – Traffic impact assessment being progressed by Mode Transport

* The TIA is being carried out in 2 phases
  + Phase 1: Focused on the “here and now” with no reference to housing or the potential realignment of the B4009
  + Phase 2: Focused on the future scenarios with additional housing and realignment of the B4009
* The initial feedback is for Phase 1 only
* The key areas of focus were outlined in the preliminary plans submitted on 22nd May and reviewed by an extended team of 10 Watlington residents on 23rd and 24th May
  + Notes from the meetings were circulated on 29th May prior to the first interim meeting with Mode Transport on 30th May
* The key areas of focus were as follows

1. To introduce chicanes with multiple in/out components on the Howe Rd (before the Ingham Lane S-bend), Shirburn St beyond Love Lane and Cuxham Rd beyond the round-about entrance to Marlbrook Estate

Rational: To move the congestion from inside the Town to 3 areas outside of Watlington to both slow & manage the introduction of traffic to the town centre and act as a deterrent for through traffic

1. To improve the function of the speed bumps on the Britwell Rd and potentially extend them along Brook St
   * Note it isn’t possible to locate chicanes on the outskirts of Watlington on the Britwell Rd
2. To focus on the Town Hall cross-road in the centre of Watlington where Mode are evaluating a number of options
   * Stop signs to limit encroachment particularly towards the M40
   * Alternate priority at different times of the day (currently traffic from the M40 has priority)
   * Access only signs for the High St to deter cut-through traffic
3. To improve the pedestrian experience/safety in the town evaluating the following options
   * Pavement widening on High St (deterrent to reduce car speeds outside of rush hour)
   * Additional zebra crossing closer to Love Lane
   * Introduction of 20mph zones in key areas of the town
4. Evaluation of single and multiple traffic light systems from the cross-roads along Couching St (discussions are still on-going with experts)
5. Maintaining all on-street parking if possible but with some of the parking areas becoming formal traffic bays to discourage cars parking on double yellow lines and potentially moving the on-street parking on Couching St near to Brook St to the other side of the road (Note traffic bays will be additional calming features to slow traffic outside of peak rush hour)

* Based on the feedback from the reviews carried out on 23rd and 24th May additional suggestions were made
  1. Recommendations for location of the 7.5T zone and where traffic enforcement cameras should be positioned
  2. Data on traffic flow/waiting times to be used to inform whether these measures would improve pollution in the town
  3. Additional thought regarding 2 additional pinch-points on Brook St
  4. Evaluation of the requirement for on-street parking after the Ingham Lane S-Bend on Brook St
  5. Recommendations for site visits to similar schemes in Oxfordshire to allow residents to “see things for real”
  6. Additional evaluation of the impact of the measures on school busses and the T1 local bus service

**Next Steps**

* + Update meeting with Mode Transport w/c 5th June
  + Update call with SODC (James Gagg) w/c 5th June
  + Complete Phase 1 by w/c 26th June to include evidence based and traffic flow figures
  + Advanced Draft Phase 2 by w/c 3rd July
  + Start to define how the outputs should be communicated based on 3 audiences
  + Parish Council and Neighbourhood Plan Steering Group
  + SODC and OCC
  + Residents of Watlington

1. Consultation 3   
   (i) Drop in sessions / roadshows  
   Roughly 180 attendees comprising 80 at the first Watlington Club drop-in Sessions and 21 at the final two Club sessions together with 80 coming to the various roadshows.  
   It was noted that the quality of discussions was good.  
   (ii) Questionnaire returns   
   There have been 318 returns (paper + online) so far at time of meeting  
   [ KJ notes update of final return of 527 completed questionnaires paper + online]  
   (iii) Comments received.  
   A printed digest of comments received was circulated.   
   It was noted that responses from statutory consultees as well as neighbouring parishes, conservation organisations, HCA etc would be received separately as special comments.  
   (iv) Strategy for responding to Consultation 3 outcomes in particular processing of comments received.  
   The general approach of categorising the comments received with codes indicating policy and response type (supportive/objecting/suggestive) etc. so that the most frequent types of comment could be identified was generally approved. It was thought that some of the most open ended comments which were often asking questions or requesting more information could be dealt with via FAQ on the website.  
   Some comments received especially those expressing concern had been made on the plan summary document accompanying the questionnaire and it was noted that in many cases the full draft plan addressed those concerns.  
   It was thought that perhaps a person with marketing expertise including statistical categorisation of results might be enlisted to help with this process.  
   PR to look into this.
2. Pyrton NDP – consultation  
   Indicates opposition to any development on the large site WAT8/PYR2 and is critical of safeguarding land in WAT8/PYR2 for re-aligned B4009 or SODC by-pass proposal .  
   It was noted that the Pyrton NDP policy to have WAT8/PYR2 protected with a local Green Space (similar to Green Belt) designation would not prevent part of it being used for essential infrastructure.  
   Terry Jackson is drafting a response from WPC to the Pyrton NDP.   
   GB will circulate a draft WNDP response to feed into the WPC response .
3. AOB  
   There have been some proposals to amend the Terms of Reference of the WNDP Forum and the WPC NDP SC mainly to provide a roadmap for monitoring developments and the WNDP post referendum / adoption. It was thought that some form of ‘continuity’ group made up from members of the advisory groups , the CG and the SC ought to be established for this phase up to 2033.  
   GB will draft some proposals for this.  
     
   WAT1 (Land behind The Goggs)/Millgate application for planning consent.  
    WAT1 is not allocated in the draft plan and it was thought that the Planning committee ought take note of this and consider the emerging WNDP when determining their reponse to the planning application.  
   GB will draft a letter to the planning committee regarding this and circulate for agreement.  
     
   HCA meeting end of June (postponed from earlier due to purdah rules)  
   Our input to this should explore possibilities that the HCA may be able to help with traffic management in Watlington prior to the establishment of the re-aligned B4009;  
   We should also request updates on the latest developments with Chalgrove Airfield and any proposals for addressing traffic flows through Cuxham.  
     
   RAWRR – Residents against Watlington Ring Road  
   Attempts to make contact with this group, on whose behalf a leaflet was recently circulated in Watlington, have not resulted in a response.
4. Next meeting  
   Monday 26th June 2017 7:30pm West Room