**WATLINGTON NEIGHBOURHOOD DEVELOPMENT PLAN FORUM**

**Meeting of the Development Sites Group on Thursday 22nd September 2016 at 7.30p.m.**

Present:

Tony Powell (Facilitator), Gill Bindoff, Nick Greaves, Ian Hill, Keith Jackson, Terry Jackson

1. Apologies for absence: Tony Williamson.
2. Declarations of Interest: None.
3. Minutes of the meeting of 15th September 2016: these were agreed to be a correct record.
4. Flood Maps: information from the Environment Agency about the revised maps on the Agency website is still outstanding. Comparisons between the ‘old’ and ‘new’ maps were discussed. When the maps are confirmed it will be possible to revise some information on available sites.
5. Sites Spreadsheet: the spreadsheet produced by the workshop sessions was validated by the group. Some inconsistencies were identified and resolved. Two sites were added to the list of sites which are ‘available for development’. These are Site 13, land off Britwell Road, currently part of the Watlington Industrial Estate and Site 20, the site of the existing Rectory at Hill Road. It was agreed that the Oxford Diocese will be contacted with a view to sounding out their proposals for the site when a new Rectory is provided in Watlington. The spreadsheet remains a live, working document.
6. Assessment against the agreed Sustainability objectives: TP had produced a new spreadsheet listing the sustainability objectives and the available sites. The objectives which had been agreed were not site specific (at the previous meeting) were blocked together on the spreadsheet. The group proceeded to use two levels of assessment for the site specific objectives, namely: Green = potential opportunity to achieve the objective: and Red = limited/minimal opportunity to achieve the objective. As the assessment proceeded it became clear that some other objectives were not suitable to be assessed in this way. They were:

* Reduce negative impact of traffic on the environment
* Support action to improve air quality
* Protect landscape setting, especially AONB
* Protect/enhance town’s Conservation Area, heritage and environment
* Re-use previously developed land and buildings
* Protect/enhance local food production

1. Assessment against the aims and objectives of the NP: these had been tested in Consultation 2 and in the Roadshows and are listed in the What Watlington Wants document. All except 2 of the aims/objectives had already been covered by the site selection criteria and the sustainability objectives. The final two relate to opportunities to increase provision for sports/recreation and opportunities to contribute to increased provision for car parking. Each site was assessed against these objectives. TP will produce a revised spreadsheet with all the up to date information.
2. Site information sheets: TP is collating these. Some site description sheets are still outstanding. A review is also needed of the photographic record of each site. Photographs of some sites are included in the Landscape Assessment carried out for SODC by Bettina Kirkham and TJ has taken photographs of some others. It was agreed that TP, TJ and GB will meet to review the documentation available for each site and discuss how best to write the summary paragraphs on each site.
3. The meeting with the HCA will be on Tuesday 4th October. This will provide an update on progress on the assessment of the infrastructure requirements of using Chalgrove airfield as a strategic housing development site.
4. It was agreed that the DS Group will meet on Thursday 13th October. It was also agreed that a joint workshop with the Forum Coordination Group and the WPC NP Steering Committee will be held on Monday 17th October to use the information on the spreadsheets to produce a list of preferred sites.