

Minutes of NDPSG: 8 September 2017

10 am – 12:30 pm, the Corner House

Present:

Peter Kenrick (chair)

Rod Evans

John Hole (from 10:30)

Janet Burroughs

Catherine Goyder

Tony Merry

Claire Wilding

Apologies:

Graham Terry

Chris Sharpe

Juliet West

Reg James

1. Welcome, introduction, conflicts

Previous minutes were agreed and no new conflicts recorded.

2. Action Log

Claire ran through the action log. Peter noted that there was no funding available currently for the biodiversity work we had discussed. **Action: Claire** to obtain electronic copy of Anne Miller's note on biodiversity and circulate to the whole group.

3. Matters arising

None.

4. Development sites

Peter set out that following the call for sites, only two sites had been put forward. Both raised potential conflicts of interest therefore the group needed to consider whether an independent assessor is needed. There was however the difficulty of lack of funding to pay for independent assessment.

Furthermore, the examination of the Local Plan had raised the possibility of a change to the Burford/Charlbury subarea allocation for new housing, which could potentially mean there is no need to identify sites for housing. It may make sense to defer any decisions on development sites until the Local Plan

situation is clear. We also need to review the findings of the Housing Needs Assessment (due to report shortly) to understand the future need for housing.

The point was raised that if we do not have development sites in the NDP we will be more vulnerable to speculative planning applications on sites that may not be suitable. A key motivation for producing the NDP is to avoid reliance on such “windfall” applications. Also, even if we do not need development sites now, we may need them in 5 years time, and it would be helpful for this to be covered in the plan.

After some discussion, the group agreed that we would go ahead with our own site assessment, and then review whether any further advice is needed (e.g. if there are aspects beyond our ability to assess).

The group also discussed whether the site North of Jefferson’s Piece should be included in the site assessment (currently proposed as a development site in the Local Plan) and concluded it should not, as it was already being considered in the Local Plan as well as being the subject of a current planning application.

Action: **Claire** to circulate the two responses to the group, and send a holding reply to respondees. **Rod** and **Catherine** to meet to take forward site assessments, any other NDPSG members let them know if they wish to be involved.

5. Scoping report

Tony reported that his contact at Woodcote had recommended production of a scoping report. Tony was looking at the Woodcote report with a view to adapting it to meet our needs.

Action: **Tony** circulate scoping report. **Claire** look into requirements and consider what from the Woodcote scoping report would be useful to replicate for our NDP.

6. Local green spaces

Claire had circulated the current list of potential LGS. A further three had been suggested in response to the thread on the forum (the quarry, land between Narrow Lane and Marlborough Place and the land behind Lee Place Cottages). It was agreed that these three new proposals should be added to the list, and the letters should go out as soon as possible. **Action:** **Catherine** and **Claire** to get together and double check maps prior to sending out the letters as soon as possible, giving 28 days for response. **Claire** to ask **Chris** if he can produce maps for the three new LGS.

7. External consultancy

The Housing Needs Assessment is in progress and we expect first outputs to be available soon. **Action:** **Rod** to request progress update.

The Character Assessment has been formally commissioned and a kick-off workshop is planned for 5 October. A call for volunteers has gone out and a

number of responses have been received. **Action: Tony** to give **Claire** access to dedicated CA email account to check for any further responses.

8. Invitations to people involved in other NDPs

Tony proposed inviting people who had experience of producing NDPs in other locations to meet the group to share their experience. It was agreed this would be very helpful, and should take place as soon as possible for maximum value. **Action: Tony** to approach contacts from Woodcote and Winchcombe NDPs to find suitable dates. Once a date is agreed, **Claire** to coordinate a list of questions/issues that we would like to discuss to share with the invitees in advance of the meetings.

9. Local Plan

Rod provided an update on the Local Plan. The Inspector has asked WODC officers to carry out heritage and landscape impact assessments for areas within the AONB. Tony noted that the 1000 homes allocation for the Burford/Charlbury subarea had been an over-riding priority for WODC in the consideration of the Hixet Wood planning application. The Planning Committee were clear that the emerging NDP held no weight and therefore it was important to press ahead.

10. AOB

The group previously agreed to run an open session in the Corner House on Street Fair day (16 Sept). Peter asked group members to volunteer to cover an hour or so of the day. **Action: Claire** to co-ordinate a grid to ensure we have cover from 2 – 5 pm. **Rod** to circulate a note on the process for selecting development sites to the group to ensure that all group members are informed and giving a consistent message.

11. Date of next meeting

6 October, 10am – 12pm