

NDP Steering Group

9 March, 11:15 am

Anne Downer Room, The Corner House

Present:

Peter Kenrick

Catherine Goyder

Juliet West

Janet Burroughs

Graham Terry

Tony Merry

Claire Wilding

Rod Evans from 1200

Reg James from 12:10

Apologies:

Chris Sharpe

1. Minutes and conflicts of interest

No new conflicts of interest were recorded. Minutes of the previous meeting were agreed.

2. Coordinator's report

Claire ran through the Action log. The group agreed to pay the interim invoice to Kathryn Davies for the character assessment work, subject to Juliet confirming.

Claire had contacted the 8 housing associations active in West Oxon and was waiting for replies. Claire noted that there had been some confusion between the terms "shared ownership" and "shared equity", however she believed that "shared ownership" was the correct term. **Action: Claire** to circulate an explanation of a difference between the two so that we can all be clear which term we should be using.

Claire noted that the project plan had changed since the report was written due to the rapidly changing picture on development sites. **Action: Claire, Peter and Tony** (plus anyone else who wishes) to meet next week to update the project plan and come up with a timeline that we can stick too and can make public.

3. Infrastructure Delivery Plan

Peter introduced this item. A key purpose of an Infrastructure Delivery Plan would be to provide evidence for WODC planners when negotiating S106 contributions. Astrid (WODC) had particularly pointed us to Hailey as an example. Projects such as roads and schools would clearly be within the remit of OCC rather than the Town Council, however these could still be included in our plan while noting that OCC was a partner. This was also an opportunity for us to lobby other partners for improvements that we felt were required in Charlbury. Astrid had clarified that the Infrastructure Delivery Plan should be an appendix to the NDP. This means it would be outside the

scope of the NDP Inspection, and also outside the scope of referendum. It could also be updated independently of the NDP.

Juliet noted that we should not expect large amounts of S106 money or CIL, because we are not planning for much, if any, new market housing in Charlbury.

Examples of infrastructure projects in Charlbury might include funding for works at the Corner House and War Memorial Hall.

It was agreed that a small group should draw up a draft. This should draw on Meryl's recent note to the Town Council (**action – Claire** to circulate to group), Claire's previous note on CIL and possible improvements identified in the Character Assessment.

Action: Peter, Tony, Claire to take this forward. Aim to produce draft for next meeting.

4. Housing

The housing meeting minutes were agreed and it was agreed these should go on the website.

Peter proposed that the next step was a meeting with WODC planning department. Any development sites should clearly be targeted at meeting a local need, therefore it was not just a question of location, it was also about the type of housing provided.

The group discussed what the correct order was for engaging various relevant stakeholders – housing associations, landowners and WODC. It was agreed that landowners should come last in the process, once we are clear what we want and what is likely to be possible from the point of view of WODC and housing associations.

It was agreed that the draft documents need to reflect latest changes to the Local Plan.

Juliet raised concerns about the draft letter to WODC that had been circulated, on the basis that it was too detailed and raised expectations of lots of market housing.

Actions: it was agreed we should meet WODC, with **Peter** and **Rod** to be involved. It was agreed that Claire's draft note should be the basis for engagement with WODC. **All** to review and provide any comments on this document to Claire by midday Monday. **Claire** to finalise the note Monday afternoon.

5. AOB

Claire noted that we may be in a position to go to consultation on the character assessment before the next steering group meeting, and requested agreement of the group to do this and also to expenditure on printing costs for up to 10 copies of the character assessment report (which would be placed in the library and other prominent public places). This was agreed and Claire will obtain precise quotes for the printing.

Date of next meeting: Monday 26 March, 10am