

Neighbourhood Development Plan Steering Group

Minutes

5 January 2018

Attendees:

Peter Kenrick

Graham Terry

Catherine Goyder

Juliet West

Reg James

Janet Burroughs

Claire Wilding

Apologies:

Tony Merry

Chris Sharpe

Mick Kent

Rod Evans

1. Welcome/Introduction

Peter Kenrick noted that Mick Kent has expressed an interest in joining the steering group, though is not able to attend today's meeting. Peter had made some amendments to the minutes of the previous meeting. The revised version was agreed subject to the detailed comments on Local Green Spaces being added, as recorded in Peter's earlier email to the group.

2. Action Log

Claire to send a reminder to the Character Assessment volunteers requesting additional volunteers for LGS assessment.

Claire to circulate dropbox link to NDP drafts around group.

Claire send TVERC report to Anne Miller and put on our website.

3. Matters arising

None.

4. Housing

Housing Needs Assessment: The second version of the report is much improved. We have provided further comments and we await a revised version. Tony has pulled together figures on recently approved planning applications which Peter will share with Arc4 (consultants).

Some concerns were raised that we needed to distinguish between aspirations and need, and needed to meet the needs of those who could not afford housing in Charlbury. It was agreed we should focus on discussing housing policies in the next meeting. **Action: Claire** to review and circulate the housing policies document in light of most recent work and comments. Full discussion on housing policies at next meeting.

Development sites: The group discussed the potential additional site off the Woodstock Road, "Four Winds", that has been identified as a potential development site. This was not put forward in the call for sites. It was once looked at by WODC as a potential rural exception site for social housing.

It was agreed we should take forward three sites – the two put forward in response to the call for sites plus Four Winds. It was agreed that at the point when we go to public consultation on the development sites, we should also put forward the housing policies so that people can see some of the conditions that would apply to any development. **Actions: Peter** to go back to WODC and ask for assistance in assessment. **Claire** draft letter to owner of Four Winds. **Peter, Rod and Claire** to get together to agree the process for assessing sites and consulting.

The situation with the primary school was discussed, i.e. would the primary school move sites in future and if so to what timescale. This could potentially free up Wychwood Paddocks and the existing school site for development. It was felt that any changes to the school were likely to be over a longer timescale and would be dependent on a range of factors not within local control. Therefore the Neighbourhood Plan would need to note this as a potential future opportunity, but not a development site for the Plan at this time.

Actions: Peter, through Town Council, to ask the primary school for an update on future plans. Peter/Janet request discussion with OCC education department contact.

Local Plan – not discussed as we have yet to hear an update from WODC.

5. Local green spaces

Peter noted that the list had been reviewed at the last meeting. The LGS workshop is on 11 Jan.

6. Co-ordinators report and project plan

Graham asked for the review of housing policies to be added to the plan.

7. AOB

8. Date of next meeting

Friday 2 February 10am. (Catherine away).

send movement plan to Graham