

NDP Steering Group Meeting, 26 March 2018

10am – 12:30pm, Anne Downer Room, The Corner House

Present:

Peter Kenrick

Catherine Goyder (til 1145)

Janet Burroughs

Reg James

Rod Evans (til 1200)

Tony Merry

Claire Wilding

Apologies:

Graham Terry

Chris Sharpe

Juliet West

1. Welcome, conflicts of interest, minutes of previous meeting

Minutes of previous meeting to be amended to reflect possibility of infrastructure funding being provided for the Corner House/ War Memorial Hall. Otherwise minutes were agreed.

2. Matters arising

None.

3.Co-ordinator's report, action log and project plan

On the character assessment, it was agreed Claire should confirm that the main changes requested have been made ASAP so that Peter can authorize payment of Kathryn Davies' invoice.

Claire aimed to go ahead with the Character Assessment consultation before Easter if possible. It was agreed that we should provide response forms and possibly a box in the Corner House. **Action: Claire** to contact Ron Prew and Corner House office.

Peter noted that the Town Council was now leading on production of the Infrastructure Delivery Plan, with Richard Fairhurst taking this forward. The NDPSG would provide Richard with previous work and any other help needed.

Regarding the recent email from Cottsway, it was agreed Claire should arrange a date for a meeting and also give permission for Cottsway to pass our charlburynp email address to the developer they mentioned had approached them.

Claire's proposal to create subgroups to deal with various issues was agreed, membership as follows.

Housing/development sites: Peter and Tony, with Rod involved wherever possible. Given the importance of housing these issues would continue to be discussed by the full steering group, however the subgroup would lead on e.g. meetings with WODC and Housing Associations.

Local Green Spaces: Catherine and Graham (subject to Graham's agreement as he was not present)

Heritage and built environment: Juliet, Reg and Catherine

Movement and Town Centre: Chris, also involving Richard Fairhurst for the TC and David Court and Liz Reason from the CAP movement group.

Environment, Sport and Recreation: Janet

4. Housing update

Shared ownership: Peter raised the idea of a community land trust. The difficulty is that the community would have to obtain the land. **Action: Claire** to look into community land trust and provide a note on whether/how it could be appropriate for Charlbury, for next NDPSG.

Peter had discussed with Astrid at WODC about possibility of restricting a development site to a particular type of development. Astrid noted that another NDP had experienced problems where they had gone a long way down this line but the landowner had ultimately responded that they would accept market housing or nothing, and the site had had to be removed from the NDP. It was noted that the recent change in the Local Plan gave us more strength to determine the type of housing required.

The group discussed whether, and how, we might restrict people from purchasing a shared ownership home. This is one for discussion with the Housing Associations.

Development sites: Janet noted that she would not take part in the discussion on site 4. The draft letter to site 4 was discussed. It was agreed we should amend the letter to refer to shared ownership and/or affordable housing. **Action: Claire** to amend letter, **Peter** to send.

Housing policy: Claire had produced a housing section for the NDP and would circulate a link to all. Graham had asked (by email) for the group to discuss an issue raised with him by a local resident, concerning the difficulty in getting planning permission to split an existing plot or dwelling into two smaller titles. Claire had proposed a draft policy on this in the housing section, giving support to this type of development provided that any issues relating to parking and character of the conservation area could be

satisfactorily mitigated. It was agreed that all should look at this and discuss at the next meeting.

5. Local green spaces

Peter noted that the map for Stream beside Police Houses may need to be amended, as the developer has been required to provide additional visitor parking.

Reg asked that the wording relating to the field by the bowls club be clarified to make clear that the land might be needed for “education purposes”, as this could include use as playing fields, not just a future school building. **Action: Claire**

Claire ran through the note on proposed Local Green Spaces and highlighted five sites where there were queries.

On Nine Acres, should allowance be made for possible future parking on some of the site. It was agreed this was an important issue however the group was not clear whether LGS designation would exclude additional parking if it was intended to serve the facilities at Nine Acres. **Action:** Claire to investigate this issue, discussing with Rod initially.

On Evenlode Close Allotments, the potential impact on any future development of the social housing at Evenlode Close was discussed. A redevelopment might be necessary to bring the housing up to modern standards, increase the number of units and/or make it more suitable for elderly or disabled people. It might be considered in the best interests of the community to lose some or all of the allotment space in order to facilitate this. It was agreed that Evenlode Close allotments should not be designated for this reason.

On field in front of the railway station, it was noted that a planning application might come forward in the near future. If this happened we might have to withdraw this site from the LGS list. In the meantime it was agreed we should continue to pursue designation.

On land off Narrow Lane, the group discussed whether there was sufficient evidence to support designation. One argument for designation was the importance of this as a green space in an otherwise built up area, which is very much in keeping with the character of the town. It was agreed we needed to wait for the assessment to be completed before forming a view.

On land behind Blenheim Farmhouse and Slade Cottage, the group discussed whether there was sufficient evidence that this was more important than any other local field. It was agreed that the particular significance of this site lay in its position along the Sandford Slade green corridor, which was important both for biodiversity and for enjoyment of residents. The boundary of the site was also discussed.

On Wychwood Paddocks, it was agreed that this should not be designated due to the potential future need for it to be developed as part of a wider change to the siting of the school and/or its playing fields and also because the case for it being of particular significance to residents was not particularly strong.

It was agreed that final NDP should include all the sites that had been considered for designation as LGS but discounted, including reasons why.

Action: Claire to update the LGS summary table accordingly and submit to the Town Council by 18 April for their agreement.

6. Character assessment update

Already covered in discussion of the action log.

7. AOB

Peter noted that the Annual Parish Meeting (6 April) and the next day's surgery (7 April) would be a good opportunity for public engagement on the NDP. **Action:** Claire and Tony to produce some display materials.

We had received an invoice to extend our membership of Locality. It was agreed we should not renew this.

Date of next meeting: Friday 4 May