

Neighbourhood Plan Steering Group

Minutes Friday 7 June 2019 10:00 am – 12:30 pm

Anne Downer Room, The Corner House

Present:

Peter Kenrick
Graham Terry
Janet Burroughs
Juliet West
Reg James
Catherine Goyder
Tony Merry

Apologies:

Rod Evans
Chris Sharpe

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

No conflicts of interest recorded

Minutes of previous meeting were approved

2. Matters arising

There were none.

3. Action log

1905-01 – Potential Southill Solar LGS

Peter has spoken to Anne Miller. No action to be taken as the concern relates to the period after the end of the Southill Solar lease and this will be beyond the scope of this NDP.

1905-02 – Repository Access problems

Resolved

1905-03 – Consolidated Plan Template

Circulated and approved

1905-04 – Review in light of advice on climate change / biodiversity

See agenda item 7.

1904-01 – Update LGS info to include decisions to exclude some sites

See agenda item 8.

1904-04 – Contact Astrid re: timetable

Done. Our proposed timetable is ideal for WODC.

1904-06 – Introduction Revision

Done

4. Timetable Review

Target timetable is acceptable to WODC as follows:

- July (24th) - TC approval to release to WODC
- August - Release to WODC
- Autumn 2019 – Reg 14 consultation followed by revisions and consultation statement
- Early 2020 - Submit to WODC

5. Introduction Sections

Thanks to Janet and Catherine for their work on the revised introduction draft. Text has been added to cover sustainability/climate change issues. Comments welcome from other SG members.

Further work is required on the plan process and on Aims and Objectives. Additional information is also required to clarify the structure of the plan document and to explain the difference between “policies” and “community policies”. For clarity, it was suggested that “Community Policies” should be renamed as “Community Aspirations”.

Photos, diagrams and illustrations also to be added throughout the Plan.

6. Local List

The circulated list is comprehensive and Juliet was thanked for her efforts. There was some discussion about the number of buildings included but Juliet explained that vernacular buildings pre 1850 that survive mostly unaltered should be included if not on national list.

7. Sustainability / Climate Change Issues

There was concern over the use of the word “Sustainability” to cover climate change issues as sustainability has other connotations in a planning context (i.e. ensuring that development is supported by appropriate infrastructure). More specific terminology will be used.

It was agreed that there was no need for a separate section to cover this topic. The issues are now included in the introduction and will be developed as necessary in each detailed section of the plan. Policies and community policies will be included as appropriate.

The subject should also be covered in the design guide.

Some specific matters to be considered include:

- Street lighting improvements which may include new technology reducing stray light (Community policy);
- Supporting energy efficiency through retro-fitting (including historic buildings subject to national guidance);
- Tree planting and retention.

8. Local Green Space Review

A number of requests had been received to re-consider including Wychwood Paddocks for designation as a local green space. Forthcoming conversion of the primary school to an academy was a particular concern as ownership of the field may then be transferred to the academy trust.

Strong protection for school playing fields is already included in the NPPF no matter who owns the land. In order for the land to be built on, it would be necessary to demonstrate either that: there is no longer a need for the facility; an equivalent or better facility would be provided in another suitable location, OR; the proposed development will itself provide a new facility whose benefits clearly outweigh the loss of the previous facility.

Janet reported on the position of the school governing body as follows.

Currently, the local authority could sell the land as desired without permission but proceeds would go into general fund, not necessarily for Charlbury Primary School. An academy trust would need to obtain planning permission which would be subject to conditions including those in the NPPF as outlined above.

Following some discussion, considering the above information and the wider community interest, it was agreed that the decision to exclude Wychwood Paddocks from the Local Green Space list should still stand.

9. Other Content Matters

None

10. NDP Consolidation

Peter is leading on this process. The revised introduction sections will be incorporated.

11. Public Consultation

- a. Leaflet content will be based on the published overview together with process information as detailed in the recent Charlbury Chronicle
- b. Reg 14 Consultation – public consultation of min 6 weeks with all details provided. Guidance to be made available on the process including the need for policy or section specific responses rather than not general comments
- c. A detailed consultation statement will be produced to cover all engagement with public and other bodies

12. Website

Chris has now updated the new site with summary of sections and photos. He is now working on the interactive map and will put draft on the site when all sections have been completed

13. AOB

Inclusion of a requirement for the provision of nesting places for birds for new developments to be investigated.

Action: Catherine.

Cotswolds AONB tranquility and dark skies position statements to be considered and acknowledged in the plan.

Action: Tony

14. Date of next meeting - Fri 5 July 2019

If appropriate an additional meeting will be held on Friday 28 June to agree release of draft documents to the town council.