

Appleton with Eaton Neighbourhood Plan

Steering Group Meeting

Minutes

When: Monday, 5th December 2016 @ 7:30pm

Venue: Appleton Village Hall, Committee Room

Present: Mr John Adams, Mrs Susan Blomerus (Parish Clerk), Mrs Mary Carey, Mr Tim Davis, Mrs Jane Dymock, Mrs Kerrie Gaughan Mrs Liz Gilkes Mr Daniel Little, Dr Mark Richards, Mrs Annwen Rowe, Mr William Sparling (Planning Policy Officer, Vale of White Horse District Council), Mrs Claire Salmon, Louise Rowlands, Mrs Anna Yalci

NP57 Apologies for absence: Richard Dick, Roger Mitty

NP58 Declarations of interest: None

NP59 Signing of minutes: The minutes of the 7th November 2016 meeting was signed as a true record.

NP60 Matters arising from the previous meeting and not appearing elsewhere on the agenda:
Reports from subgroups: Subgroups were asked to submit written/bullet point reports to the secretary before the Steering Group Meeting.

NP61 William Sparling, Senior Planning Policy Officer from Vale of White Horse District Council (VOWH DC):

- William suggested that a starting point for the steering group was to look at Longworth's Neighbourhood Plan as it only has four policies.
- The Secretary was asked to email the draft Sustainability Appraisal to William so he can get a better understanding of Appleton and Eaton village.
- The VOWH DC can support the steering group by giving the group a lead and support officer, attend meetings, help find information, review budget and project plan and give updates on the Local Plan.
- William informed the group that the Local Plan Part 1 is to be adopted on the 14th December 2016 and Local Plan Part 2 will be looked at in February 2017 which will look at sites and development. It is unsure if another Greenbelt Review will be carried out.
- William advised that the secretary request an updated area designation map from Planning Policy Department.
- The Evidence Group will need to produce a Basic Conditions Statement: The basic conditions statement must set out how your neighbourhood plan meets the requirements of each basic condition and other legal tests. It is our opportunity to clearly set out how our plan meets the legal tests and should therefore proceed to referendum. It will be used by both the independent examiner and the local planning authority to help them decide whether or not our plan meets the basic conditions.
- The Communications Group will need to produce the Consultation Statement. The consultation statement is our opportunity to explain and demonstrate how engagement with the community and others has shaped the development of the neighbourhood plan.

NP62 Scoping Survey: Kerrie Gaughan gave a brief outline on what issues can be used in the Neighbourhood Plan (NP). Issues such as parking and dog mess etc. will need to be passed on to the parish council

It was asked if the steering group can put a footpath from Oaksmere to the A420 in the NP. If the group can show where connections can be improved and be very specific then it can be useful to add to the NP.

NP63 Project Plan: The next steps for the steering group members will be to read the Sustainability Appraisal before the January meeting.

NP64 Report back from subgroups:

1. Evidence Group: The group thanked Jane, Annewen and Pippa for all their hard work. The draft copy of the Sustainability Appraisal is now available to read. Members of the steering group were asked to read the draft copy before the January meeting and write down their views on the following questions:

- Based on the evidence in the draft do you agree with the issues and challenges identified as key?
- What do you want the Neighbourhood Plan to achieve?
- What is missing?

The secretary will circulate three copies of the Sustainability Appraisal for group members to read. Once read add date next to your name and pass on to next steering group member. Comment can be added to the folder.

2. Survey Group: Mr Adams has looked at several housing needs surveys and spoke to Fiona Mullins for advice. Fiona advised that even though the steering group do not have to complete a housing needs survey she advises that the group do one as the 2013 housing needs survey will be out of date by the time the NP is completed. The Steering Group agreed to revisit the housing needs survey in January 2017. Mr Adams will speak to the housing team from the VOWH DC for advice on the definition of Affordable Housing and whether we do a housing needs survey now or wait to find out if it's only relevant if we have any land available to develop. This might hinge on Local Plan Part 2.

3. Communication and Events Group: The Group has posted a poster on the notice board and submitted a column regarding the Neighbourhood Plan in The Advertiser. The future plans of the group are to have a new set of literature for the New Year and to hold a public meeting in March/April to consult with the community.

NP65 Date of next meeting: The date of the next Steering Group meeting is the 23rd January 2017 at 7:30p, Appleton Village Hall

Meeting closed 9:15pm