

Minutes of the Appleton with Eaton Neighbourhood Plan Steering Group Meeting

When: Wednesday, 13th December @ 7:30pm

Venue: 42 Badswell Lane, Appleton

Present: John Adams (JA), Susan Blomerus (SB), Mary Carey (MC), Jane Dymock (JD), Liz Gilkes (LG), Mark Richards (MR), Annewen Rowe (AR), Claire Salmon (CS), Anna Yalci (AY)

NP134 Apologies for absence: Kerrie Gaughan

NP135 Declarations of interest: None

NP136 Appointment of new chairman: Liz Gilkes nominated Claire Salmon as chairman, Mary Carey seconded the nomination. Claire Salmon accepted the role as chairman.

NP137 Signing of the minutes of the 18th September 2017 meeting: the minutes were signed as a true record.

NP138 Matters arising from the previous meeting and not appearing elsewhere on the agenda: None

NP139 Strategic Approval of Neighbourhood Plan (NP) documents for presentation to the parish council:

Andrea Pellegram's (AP), planning advisor for Community First Oxfordshire, reviewed the Draft Neighbourhood Plan documents on the 4th December and made numerous comments. The comments were discussed individually and amendments were agreed.

Green space assessment:

AP advised notifying the landowners that their land is designated as green space in the NP. Fiona Mullins, Community First Oxfordshire, provided a draft letter to send to the landowners. SB will ask the Vale of White Horse District Council (VOWH DC) if the landowners need to support their land being designated as green space. SB will also ask what will happen if the landowners do not support the designation. SB will circulate the response once received.

Under Local Green Spaces, it states: *'The lack of a village green means that open space which is available for community use is valued highly by this active community for sport, leisure, biodiversity and generally enhancing the village character today.'*

It was agreed to include the word 'socialising' in the sentence.

Policy 5: Public Houses

AP advised that the policy might be deemed an inflexible approach by the examiner. The committee agreed that it is important to stick with the policy as this is what the community wants. It was mentioned that Oxford University archaeologists that are involved in The Appleton Area Archaeological Research Project utilise the pub. If there is any organisations/people missing from the list who use the pub, details can be sent to JD or SB. It was agreed that it is not necessary to have an extensive list. SB will email VOWH DC and ask at what stage of the process will the draft NP start to have weight and be seen as a legal document.

Business policy:

AP's feeling is to delete the business policy: It was agreed to keep the policy and make it more positive and encouraging for new businesses.

Connectivity policy:

AP added this policy to the draft NP. CS suggested using Will Sparlings (previous planning policy officer for VOWH DC) comments regarding connectivity from the July meeting. (Copied below)

Community Access 2: *This needs more justification. It will be helpful to include maps of the key areas and mention where it is safe and where it is not safe. Encourage development proposals to support safer cycling paths and footpaths. Include more detail, explanation and supportive text of what is going on and where the community engagement is. Think more of connectivity rather than access (community connectivity). Mention how we can make connectivity safer and open up new routes.*

CIL: *there is no development therefore it won't be necessary to include this in the NP. Rather name it Developer Contributions rather than CIL. It is about trying to do the best we can to try and influence the developers and friendly people who live in the parish.*

Historical context:

AP suggested adding further context. JD said as it will make it too long

Greenbelt:

JA said that it is important to include in the context of the NP the limitations of housing in Appleton and Eaton village. It was agreed that it should be clear to the community that the committee were unable to designate sites for development as the village is surrounded by greenbelt, even though feedback shows a desire for small scale development for local needs. This could be included in the introduction of the NP.

CS read James Mansfield speech he gave at the first public meeting. He mentions the reason why the NP was started and the benefits of having a NP. This was an important message to the community and should maybe be repeated. JA was asked to speak at the public meeting to explain to the community the restrictions that the greenbelt has allocating sites in the NP and how this affects Appleton and Eaton.

Volunteers:

It was agreed to add all the names of the people that have helped with the NP at the end of the NP document. LG will send names of sub-group members to JD. JA will send the names of the all the people who distributed surveys to JD.

These people will also be emailed individually and invited to the public meeting. The email will include the link to the website to view the draft NP documents.

NP140 Next steps:

- JD will amend the draft policies with Andrea's comments and, with the support of a few members of the steering group.
- Send the documents back to AP to review again
- Present draft NP to the parish council on the 8th January 2018. The draft will be circulated along with the parish council agenda to give parish councillors time to read the draft. CS and JD to attend meeting.
- Meet with Jeremy Stone, Bluestone Planning, on the 12th January 2018 to review the draft plan. CS, SB, JD and KG will be attending this meeting.
- Upload the draft plan to the website and invite comments from the community. Hard copies will be available – January 2018 / 6 week consultation
- Public event – 27th January 2018
- Consider comments received and amend the draft plan accordingly
- Parish Council to formally endorse the plan February 2018
- Aim for pre-submission, maybe end of March 2018

NP141 Consultation Statement: MR said that it will be easier to draft the consultation statement now that the amendments have been made to the policies. JD has sent the Radley consultation statement to MR.

MR will include details on who was consulted and how they were consulted. He will also include the main issues and concerns raised and a description on how these comments were considered, and where relevant, addressed in the draft NP.

JA said that feedback from people included comments that they would like small scale housing in the village. This can't be addressed in the NP. MR said that he will state due to the village being surrounded by greenbelt the committee were unable to designate sites in the NP. It can be mentioned that windfall sites have been addressed in policy 1.

There were also comments regarding the village shop being an important village facility.

Justification can be that the NP seeks to protect important village amenities (Policy 3).

It won't be possible to represent every comment, due to the vast amount of comments received.

Personal comments will not be included in the statement. It was mentioned that the

Neighbourhood Plan Facebook page has not been used in a while.

NP142 Assessment of post it notes from previous consultations: All the comments have been summarised and listed, which will be an appendix in the consultation statement.

NP143 Public event: It was agreed to have the meeting on Saturday, 27th January 2018. MR will check the availability of the village hall.

NP144 Date of next meeting: 15th January @ 7:15pm in Appleton village hall committee room. The purpose of the meeting will be to prepare for the public meeting on the 27th January 2018.

Meeting ended: 9:30pm