

Appleton with Eaton Neighbourhood Plan Steering Group Meeting

MINUTES

When: Monday, 24th April 2017 @ 7:30pm

Venue: Appleton Village Hall, Committee Room

Present: John Adams, Susan Blomerus (Parish Clerk), Joseph Brooke (Planning Policy Officer), Mary Carey, Richard Dick, Tim Davis, Jane Dymock, Kerrie Gaughan, Liz Gilkes, James Mansfield (Chairman), Fiona Mullins (Community First Oxfordshire), Daniel Little, Mark Richards, Claire Salmon, Will Sparling (Planning Policy Officer), Anna Yalci

NP94 Apologies for absence: Annewen Rowe

NP95 Declarations of interest: None

NP96 Signing of the minutes of the 27th March 2017 meeting: The minutes were signed as a true record.

NP97 Matters arising from the previous meeting and not appearing elsewhere on the agenda:
Roger Mitty has resigned from the steering group due to another commitment on Monday evenings.

NP98 Update from Will Sparling (Planning Policy Officer – Vale of White Horse District Council) **and Fiona Mullins** (Community First Oxfordshire):
James Mansfield and Will Sparling had a meeting to discuss the direction of the Neighbourhood Plan (NP). Will Sparling had a look around the village and the boundary of the conservation zone in Appleton.

Joe Brooke will be leading the Neighbourhood Plan for Appleton with Eaton.

Both planning officers mentioned that the steering group has gone right into the complexities and have over complicated the Neighbourhood Plan. We only need a few simple policies to control the Neighbourhood Plan. These policies can be refined by the Vale of White Horse District Council but the planning officers do need to be given a rough idea of what the parishioners would like to be included in the plan. It was mentioned that the completion date could be as early as September with collaborate effort to write the policies, which will be refined by Vale of White Horse District Council (VOWH DC). It is ambitious but possible.

Fiona Mullins said that the steering group is fantastic and has great support. Fiona said that it is only now clear what we would like the plan do and the group is now interacting with the VOWH DC. The steering group should discuss what support the group are getting from Community First Oxfordshire (CFO). James Mansfield will have a conversation with CFO and feedback to the group at the next meeting.

It was asked if the steering group needs to do another survey. Joe Brooke said that it depends on what we want the survey to cover and if we have topics for the survey to write the correct

questions. It will also depend on what community engagement the group has done so far. The survey will need to be relevant and concise. Areas that we have concerns about should be included in the survey.

Joe Brooke mentioned that we already have the bones of the draft plan. The group will now need to get the evidence needed to support the policies and engage with the parishioners as we don't have sufficient planning and community engagement evidence.

The VOWH DC will need the draft vision, objectives, supporting text or evidence and draft policies before engagement or consultation.

David Potter, associate planner for CFO, can assist with drafting/refining policies.

It was agreed that the secretary will send the draft objectives, vision and policies to CFO and VOWH DC.

NP99 Objectives and aims of the Neighbourhood Plan:

- Mr Mansfield read Longworth's Neighbourhood Plan objectives and visions. (pg14)
- It was suggested to add a foreword to the plan, prior to the vision and objectives.
- The vision and objectives should be bullet pointed and start with: Appleton with Eaton will be.....An example: *Appleton will continue to be a thriving vibrant rural community. Whilst retaining its rural character.*
- Design and landscape need to be included in the vision.
- The objectives for the policies needs to be backed up with evidence
- The Design policy has to conform to part 1 of the local plan.
- It was suggested to carry out a character assessment
- It was stated that it is essential to protect important views. The group will need to clarify where the views are and why it is important to protect the views. The scoping report does mention views. A map and diagram will be needed to support this statement.
- The policies need to be robust and what the community wants.
- The steering group can ask CFO to look at what other parishes has done.
- Go through each section of the village and write down the evidence what the village is like now.
- Need evidence for policy to have weight
- If the NP is completed by September then it will be finished before the Local Plan Part 2 is adopted. The NP can be reviewed and updated if there is a need.
- Kerrie Gaughan offered to draft the vision for the neighbourhood plan and Mark Richards offered to draft the objectives.
- Those who are writing policies can look at the scoping report to support the policies. All completed drafts must be drafted and sent to secretary by Tuesday at the latest.
- At some point the steering group will need to talk about the evidence and planning relationship.

NP100 Open meeting:

The Annual Parish Meeting will start at 7:30pm and will be shorter than previous Annual Parish meetings. After the Annual Parish Meeting there will be an introduction to the Neighbourhood Plan then refreshments and nibbles will be available and parishioners will have the chance to walk around and look at the different stations and leave feedback. The posters will be bullet pointed with points regarding each policy. If ready, there will be printed copies of the final draft for each policy available on the table for parishioners to take if they are interested. A volunteer from each subgroup will need to stand at the table to chat to the parishioners about the particular policy. Post it notes will be available for parishioners to write comments. All the comments will be collated and the results will be circulated.

APPLETON WITH EATON PARISH COUNCIL

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NP101 Report back from subgroups:

1. **Evidence Group:** Nothing to report
2. **Survey Group:** Nothing to report
3. **Communication and Events Group:** Nothing to report

NP94 The Plough Proposed development:

It was mentioned that there is an option to designate as The Plough garden as a local green space but the owner would need to be informed. This would give the land the same status as Greenbelt land. It wasn't certain if it was appropriate to do so. It was suggested that someone should have a look at this and do research. The owners would probably object and evidence will need to be collected. The policy written for the pub needs to be clear and concise.

NP95 The Local Plan 2031 Part 2: Preferred Options Consultation: The NP Steering Group voted to not respond to the Local Plan consultation as a group.

NP96 Date of next meeting: 15th May 2017 @ 7:30pm. Jane Dymock gave her apologies

Meeting ended: 9:05pm