

Wolvercote Neighbourhood Forum

Steering Committee Meeting

on Thursday 22nd September

7.30 at 47 Rosamund Road

Present: Christopher Hardman (Chairman), John Bleach, Mary Brown, Cllr Jean Fooks, Cllr Steve Goddard, Cllr Angela Goff, Graham Jones, David Stone, Richard Lawrence-Wilson, Jenny Attoe (Secretary).

Apologies: None.

1. **Minutes of Meeting on Tuesday 31st August 2016.** Previously circulated were agreed as correct. **Matters Arising not on the Agenda.** Paul Buckley's position (he is standing for County councillor) will become clear after the selection meeting. He is willing to stand for election or to be co-opted onto the committee. He will need to be nominated. It might not be possible for him to be at the AGM but his presence is not required under the constitution in order to be elected.
2. **Grant Bid.** The Expression of Interest has now been submitted, and we will hear from Locality directly as to whether we can proceed to the actual bid opportunity. Adam Symons submitted the expression of interest and will help us with the plan if our bid is successful.
3. **Annual General Meeting: Preparations.** Order of meeting: Chairman's Report followed by Associated Projects, Draft proposals – (there will be information displayed and feedback forms on the tables) Treasurer's Report. Break for refreshments (GJ to enquire of the Women's Institute if they will undertake this). After the break Matters Arising Then Elections.
4. **Steering Committee Membership.** There are two committee vacancies and a vacancy for Secretary. AG will deal with election procedures. Names were suggested as possible members. It was noted that there was no one from the "east-side" of the ward. The 2015 AGM minutes will need to be printed and there needs to be advertising of the AGM giving at least three weeks' notice of the meeting.
5. **Future Communications – leaflet.** JB reported that the printer had informed him that he was now unable to meet the agreed deadline. The earliest the leaflets would be available was the following Wednesday (28th). Fortunately this was still within the "Focus" distribution deadline so JB will agree the later date. JF will arrange the distribution details with the "Focus" team. JB said that members of the Steering Committee should help with delivery but SG said if the leaflet was already being delivered (with "Focus") and areas covered why was anyone else needed? The leaflets (3000) would need to be bundled into "Focus" round numbers (provided by JF) and labelled as such. This would take place once the leaflets are delivered, at JB's house on Friday 30th September at 10 o'clock. Notice of the AGM is already in the Flying Goose and will need to be put on the website and sent to the email list. Also notice should be given to the local press. Information for collecting the microphones and the keys to the Village Hall was given to CH. It was certain that there would be questions about the Northern Gateway and the Mill Site – were there any updates? JF said that "commercial confidentiality" had prevented the release of the name of a developer (if indeed one had been chosen). It was thought that the financial climate and/ or conditions imposed on the site development i.e. the link road improvements had maybe held up the project. JB asked if Savills should be invited to the AGM to update the community. CH is to ask their representative to attend. If they agree it will need to be advertised on the poster.

6. **Student Involvement.**

(a) The aim is for the Brookes students to do work on some specific briefs around the plan.

(i) A how to do it guide on encouraging participation from the under 45s to build on last year's project and the MSC student research project as well. This should include some specific recommendations and ideas tested against some criteria for what would work/is possible in Wolvercote.

(ii) Preserving area character; this would combine work on heritage and design guides to both find a methodology for typifying the diverse local character and would also devise some policies which could be included in the plan (such as design codes) which could help preserve the character of individual areas.

(iii) Community-led housing. This would assess the lessons that can be learnt from the bid for the paper mill site. Are there other sites for community-led housing that could be included in the plan? Is the model workable? What policies e.g. a community right to build order, could help this? Are there transferable lessons for Wheatley?

It was felt that working with the students gives a good impression in connection with the Local Plan.

(b) Adam Symon's students' projects

If we wish to make a bid (to ask students to do certain projects) it will need to be soon. Proposals last year related to Biodiversity, Green Spaces, Green Corridors, Ecology, Environmental Assessment, Waste Management etc. to produce a model based on evidence to implement findings. MB, AG and possibly SG to look at this area and to contact Adam Symons. Alison McDonald and Mark Lynus were mention as possible helpers and SG has contacts in the Urban Wildlife Group. AS hopes to have projects in place for students by Monday 21st November and they will begin meeting with clients between 21st November and 5th December. Proposals will be agreed on Monday 12th December.

7. **Draft Policies:**

Heritage. GJ submitted a Street/Character Assessment at the last meeting but had received no feedback from it. He had looked at the "Light and Dark" in some streets, i.e. the mix of high buildings and trees. He had also begun to photograph the Godstow Road because it is such a diverse areas containing allotments, fields, houses, cottages, a doctor's surgery, shops, pubs etc. This information will be published in an appendix. JB said GJ's street assessment was more objectives than policy and needed to be tightened up. It was pointed out that most Neighbourhood Plans are too vague and a lack of precision leads to too much flexibility in interpretation by Councils and Developers. GJ asked for more feedback on his work to date.

Local Enterprise. It was asked, at the previous meeting, if GJ might be asked to take on Local Enterprise. He agreed to this once he had finished his work on Heritage.

8. **Treasurer's Report.** RL-W said that the accounts remained the same as at the last meeting - Credit balance at the bank: £1.864.90. This comprises the unspent balance of the ring-fenced "Godstow fund" £479.10, plus general reserves £1.385.80. Minus £30 for the hire of the Village Hall and £325 for the printing of leaflets and AGM materials (50 x 2015 AGM minutes = £40) leaving a balance of around £1000.

9. **Any Other Business.** None.

10. **Date of the next meeting.** Tuesday 11th October at 144 Godstow Road at 7.30

(JA gave her apologies for this meeting.)