

## Wolvercote Neighbourhood Plan – MEETING MINUTES

Meeting held at: 12 Rowland Close, Wolvercote on Tuesday 13<sup>th</sup> November 2012 at 7:30pm

### Action

#### Present

John Bleach (chair), Neil Clennell, Mike Gotch, Jean Fooks, Christopher Hardman, Allie Noel (secretary), David Stone, Jane Wilkinson

#### 1.0 Apologies

1.1 Bridget Ely, Angie Goff, Richard Lawrence-Wilson (treasurer), Kate Richenburg, Pat White, Graham Jones

#### 2.0 Previous Minutes

2.1 The Minutes of the meeting of 11 September were agreed without changes

#### 3.0 Debrief on recent public meeting

##### 3.1 What went well

- Went to plan, good turnout, we achieved what we set out to do.
- Round table groups stimulated discussion and people felt confident to speak.
- People were keen to have their voices heard.
- Participants were keen to do more of it.
- We could do another brainstorm. The Planning Dept might encourage this.
- Principles were shared across the whole area.
- Commoners are trying to involve Cutteslowe Park and 5 Mile Drive areas.

##### What could be improved

- Some people felt that there was too much paper to read in the time available and that we needed summaries.
- The small group activities placed a lot of demands on the facilitators.
- It would have been good if facilitators had transcribed their notes.
- We are struggling to find assistance to get notes typed up.
- Needed more time.
- 9.00 finish please.
- There were concerns that the discussions were not representative of Cutteslowe Park and 5 Mile Drive.
- We need to continue to move meetings around - use OUP and Cutteslowe Pavilions.

#### 4.0 Taking Neighbourhood Plan forward

4.1 JB explained that we have made progress in formulating policy from principles identified from four community consultations.

We need to map our 'Plan' to strategic documents from the City Council to see how our principles compare. Where our principles add nothing we can leave them out – no need to 'reinvent the wheel', and this will make our task more manageable.

However in some cases development that is currently taking place in Oxford does not reflect the spirit of the Core Strategy. The strength of the Wolvercote Neighbourhood Plan will be to go further; adding detail to Core Strategy statements where we feel this is needed. Our focus will be to articulate Wolvercote aspirations.

This approach was supported by the group.

MG agreed that there were instances where the Core Strategy needs fleshing out, for example dwellings should not be sub-divided into several dwellings where this would impose strains on the local community, eg Harefields.

CH gave the example that the Strategy requires planners to preserve the character of important views, but University student housing being built has already ruined the Oxford skyline view from Port Meadow.

MG encouraged us to make use of the Heritage Register. This is for buildings that are not listed, but their value is recognised, and small scale features such as a tree and groups of buildings are protected.

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### 4.2 Update on specific sites

MG hopes that some of OUP facilities eg the cricket pitch can be combined with Five Mile Drive recreation ground, and the OUP Pavilion can be used as a community centre leased from OUP at a favourable rent.

### 4.3 National Government review

The government is consulting on relaxing town and county planning to help the economy to take off, eg homeowners will be able to extend to six or eight metres beyond the property's rear wall, depending on whether it is a terraced or detached property. MG doubts that Oxford City will adopt this policy and suggested that WNF should take part in the forthcoming Consultation about it. He will keep us informed.

MG

4.4 AN noted that we need to encourage some local businesses to become WNF Associate Members. This will strengthen our Plan.

AN

4.5 It is a huge task to prepare the Plan and we have a handful of people undertaking the bulk of the work. This situation needs to be taken seriously as it is not sustainable; more help is urgently needed.

CH will manage the plan, but we need additional professional and other skills.

NC has skills and experience for drafting planning policies and editing sections of the plan.

Exeter St James – Jo Hawkins, friend of JF, has offered advice.

JW's friend, ex senior civil servant from DeFRA may also be willing to assist on specifics.

MG and JF offered to write a piece for the Lib Dem newsheet reporting on our progress and asking for helpers. Accepted on the understanding that political capital would not be made.

MG to draft a statement.

**Everybody needs to come up with ideas on who can help.**

MG

City Council Planners can advise when we have a draft.

ALL

The County will check the WNP against their current plans.

There is always the option of employing planning consultants, but the general view was that, for the most part, we should aim to do it ourselves.

Central Govt is supposed to be providing £50 million to assist the preparation of neighbourhood plans across the country. We are not clear what will come down to Oxford City and what, if any, will be devolved to neighbourhoods to help prepare plans.

4.6 Formulating a Vision from suggestions from recent public event – we ran out of time to discuss this.

### 5.0 Gaining approval for Forum status

5.1 CH will review the draft Constitution to improve readability

CH

The consensus was that it was a good first draft and that we should not include the Seven Principles of Public Life.

The borders of area groups were agreed as per the Constitution draft, although these should not to be included in the document in case some of them are not required. (See 6.1 below.)

Members to be asked to comment to AN on the Constitution by email.

ALL

### 6.0 Forming Area Groups

6.1 Five local area groups were proposed:- Lower Wolvercote Upper Wolvercote, Woodstock Road/Blandford Avenue, 5-mile Drive/Jordan Hill, and Cutteslowe Park. There was no time to discuss publicising and coordinating the area groups. This item will be dealt with by email.

### 7 Publicity/communications strategy

7.1 £500 from WCC – some of this may go towards noticeboards, these can be expensive.

Where will they be put? JG had recently taken up this issue via email and it was hoped that he would follow it up. JW agreed to find out how much is available from WCC.

GJ at the last meeting had said he would make enquiries with Park Office on siting noticeboards.

JGittos/JW

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- DS presented ideas for a logo and website. The shape of the area can be used to create a kite logo, or we could have a bird circling in round the boundary. David's input was welcomed.
- JB to seek advice and assistance from Phil Dove, a local designer
- 7.2 Creating Website  
Include graphical representation of our boundary and photos on the home page. Click on map sections and photos to get to area group pages.  
DS suggested doing some market research, questionnaires etc to validate views on area – need to further engage residents. Ideas for a questionnaire needed.  
Ask JG to set up website  
Need to draft and manage content for website, DS will help.
- 8 Update – Finances and Funding**
- 8.1 MG's Councillor allowance, £500 available but nowhere to put it until bank set up.
- 9 Social Event**
- 9.1 Bring together our families, share food, early in new year. Plan at December meeting.
- 10.0 Matters Arising from Minutes**
- 10.1 Matters Arising were dealt with during the meeting.
- 11.00 AOB**
- 11.1 We have been asked to participate in a Brookes' Planning Dept project - MA students coming up with ideas and designs for Northern Gateway: Thurs 22<sup>nd</sup>, 29<sup>th</sup> Nov, and the presentation on Dec 13<sup>th</sup>. MG, JB, and AN are interested to go. Others can express an interest in taking part.
- 11.2 JW will put up some laminated News Updates on noticeboards.  
JF has put one up at Kendall Cres, and one is up at Cutteslowe Pavilion.
- 11.3 Infilling, extensions and HMOs – we did not have time for this item. *Stop press - for information, AN has spoken with Tony Joyce of Oxford Civic Soc. Tony heads up a team of residents who scrutinise planning applications in Oxford and then liaises with City Planning over as many as possible that are problematic.*
- It would be useful to track data on planning approvals for domestic dwellings to know how communities have changed as a result of the growth of infilling, extensions and HMOs. Tony is going to enquire what data is collected, and what analysis is routinely done, so we can judge what additional resourcing is required to fully analyse these trends. This information should be taken into account within the Core Strategy. MG will also enquire.*
- 11.4 Mill site consultation of residents by University not happened yet.
- 11.5 WCC and WNF invited to finish consultation of Sites and Housing. Individuals can comment.
- 11.6 Elsfeld Hall – MG reported that Pye (Oxford) Ltd own a 'ransom strip' at Harefields. The City Council had apparently looked at the possibility of creating a slip road off the A40 to Elsfeld Hall; the County Council apparently will not consider this. The City Council wants to build houses where there are currently garages in David Walter Close. Not sure whether all owners/renters and local residents are amenable. This will go to planning shortly.
- 11.7 JF – apparently there are plans to erect solar panel noise barriers on M40. South facing solar panels could be used facing the A40.
- 12.0 Dates of Next meeting**
- 12.1 **NB Date changed to Tues 11<sup>th</sup> Dec.** Bring Christmas snacks and drinks to share at Jane's,

17 Rosamund Rd.

