

Wolvercote Neighbourhood Plan Steering Group

Meeting Minutes, Tuesday 22 Jan, 2013, Venue: 516 Banbury Road, Oxford

		Actions
Prsnt	John Bleach (chair), Neil Clennell, Bridget Eley, Jean Fooks, Jonathan Gittos, Angie Goff, Mike Gotch, Christopher Hardman, Graham Jones, Allie Noel, David Stone, Pat White, Jane Wilkinson	
Apols	Richard Lawrence-Wilson	
Chnge to prev mins	Errors noted by Jean Fooks; PCC should say PCT, Cutteslowe (spelling). Item 4.4, proposed change to planning permissions to increase length of extensions for semi-detached and detached houses to 4.4m x 8m respectively.	
Addnl Mmbrs	Sue Pfunder and Alison Weller have offered assistance but could not come to tonight's meeting.	
4	Report on Progress gaining approval for Forum Status	
4.1	<u>Final draft version of Constitution</u> Richard is going to add appendix (points of order) and circulate for comments. Make clear that area subgroups report to this group.	RL-W AN
4.2	<u>Application to OCC for Forum Status</u> ; this is urgent.	
4.3	We need 21 signatures and have collected 60 from Mill site consultation. They should represent whole area, and should include landowners, businesses, as well as residents. Jane Wilkinson will collect business signatures, including Kendal Crescent.	RL-W JW
4.4	<u>Gaining funding following approval for Forum status</u> No money from OCC. Aim for May AGM and have an event to celebrate Forum status approval.	
5	Report on progress drafting Neighbourhood Plan	
5.1	<u>Update on specific sites/issues and actions needed</u>	
a	John Bleach updated the group on the 4 day Mill site consultation exercise and attended on day 1 and 4. Christopher and John submitted a summary of local views in advance of the consultation. Ox Uni planning consultants, Turnberry's, made presentations with reference to: transport, noise, flood, sustainability, and employment provision. The viability of a new health centre for 3 GP's (possibly with facility for minor ops) was discussed including input from the Commoners' Committee. Initially planners and agents were not keen on the idea of having a health centre due to the loss of space for housing, but were persuaded that community building is essential. It should not be a conventional estate of 4 bedroom houses; workshops should also be included. We should send a final report confirming community wishes to Turnberry. Turnberry will provide a final update to their work prior to submission for planning permission (<i>on 8th March in the Village Hall at 6.30pm</i>).	JB
b & c	<u>OUP Sports Ground and Elsfeld Hall</u> Stop Press – latest information. <i>Michael Crofton-Briggs responded to an enquiry by Jean Fooks that Mill site type consultation was 'very welcome and would be most likely to be helpful to everyone'. Iain Critchlow, the university rep at the Mill meetings will be meeting with MC-B to discuss timetables for OUP and Ewert House sites. WNF is invited to join this meeting. (This information added by AN.)</i>	AN
	We need to get Five Mile Drive/Jordan Hill and Cutteslowe Park area groups going asap;	RW AG

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- Richard will work with Angie for FiveMile Drive/ Jordan Hill. We will leaflet, consult and prepare a 'Summary of Local Views' document using some of the same criteria as for Mill Site. Richard and John to do planning document. **AN
JB**
- Neil made the point; should we be doing less on individual site plans and concentrating more on overarching plan? We agreed that overall plan is urgent. **NC
CH
JB**
- Neil will identify 3 or 4 key issues for structure, and Neil, Christopher & John will meet to progress this. Neil's area of expertise lies mainly in ecology & biodiversity.
- d Chiltern Railway; and Water Eaton station
These are of concern and mainly relate to noise, pollution and traffic. But railway changes don't require planning permission. The public has some influence over the siting and alteration of traffic lights. Water Eaton is outside our area. There is a competition to design a new railway station in Oxford; this could be an idea for Water Eaton.
- 5.3 Update on progress drafting NP
- c Pat has prepared a vision statement which was intended as an 'umbrella' for more detailed statements relating to sections of the NP. **JB
JF
PW**
- Jean identified climate change, quality of life and greenery as things we should elaborate on; John suggested more on sustainability. These suggested changes should be sent to John, and he will send the draft to two people to work further on it; we're "almost there". Thank you to Pat for all her hard work!
- f Re meeting with Michael Crofton-Briggs, Angie has spoken to him & he's indicated we can arrange a meeting with him to answer any queries. Noted but no arrangement for immediate future.
- 6 Report on forming Area Groups**
- a-e Allie will draft an email & leaflet to publicise. Discussion over delineation of discrete "areas". Decision made that we will concentrate on Five Mile/Jordon Hill and Cutteslowe Park. **AN
RW
AG**
- Decision was deferred as to whether Upper & Lower Wolvercote should be one or two areas, and the exact delineation of Blenheim Drive, Sunderland Avenue, Woodstock Road, and Davenant Road. Once areas are confirmed we need 2 people for each as organisers.
- A decision on having a separate traffic group was also deferred; when we do talk about traffic, we need to discuss congestion charge, residents' parking, "City Deal" (money re A40), effect of railway station on road traffic and overview of infrastructure.
- 7 Publicity/Communications strategy**
- 7.1 Need to check progress with Commoners & report back
- 7.2 Article for "Flying Goose" due 31 Jan. Pat will do 250 word draft for this, about Mill site consultation & key planning sites. Also reiterate function of Forum and what we're doing as some people have not absorbed this yet. Put AGM date in article, mention local groups, how residents have probably already influenced Mill site consultation, and maybe include some photos which John has. John will assist Pat. **PW
JB**
- 7.3 Creating Website. We discussed whether to develop own website www.wolvercoteplan.org.uk or link/have page on existing www.wolvercote.org managed by Nick Maldon. WCC also have "tab" about Neighbourhood Plan on their website, so we should coordinate with these bodies. Jonathan made the point that editing information will be easier if we use our own. Jonathan will do the technical side on Thursday or Friday following this meeting, and render it usable by Allie and David. Penny Harris may be able to help. **JG
AN**

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- Angie's granddaughter Georgia, is going to do a photo-store with Flickr. Jonathan to liaise with Georgia, via Angie. **AG**
Amanda Javil, librarian at Queens College may also assist.
- 8 Treasurer's Report.** **AG**
Bank account will be open shortly. Angie will write to WCC about their donation to us, (Jane Wilkinson has already brought this up at WCC meeting).
- 9 Matters Arising**
- Brookes students are working in 3 groups on possibilities for Northern Gateway, and we can comment on each "plan". Students are part time post grads and in employment with Local Authority Planning depts, Thames Water etc. **JB**
John Bleach is going to ask Dave Valler for copies of their presentations. **JG**
Chase up Jonathan Gittos; has he furthered his research into restrictive covenants for the Mill site? **JB**
26 Feb, John & Angie to go together to Brookes Planning event (Angie happy to support but doesn't want to do any public speaking at this juncture). **AG**
- 10 AOB**
- We are fielding speakers for event in Headington re emerging Forum. John Bleach will also make a presentation to students at Brookes. **JB**
There is a Low Carbon Hub meeting in Wolvercote and one of us needs to go. **JW**
There is a CPRE meeting on 5th Feb (workshop) – we have a group of five attending.
Stop press: Our first AGM will be held on Wed May 22nd, 7-9pm.
- 11 Dates of Next Meeting**
- Venues - OUP Pavilion ruled out for public events as no disabled access, and Wolvercote Primary School Hall was not available for our dates.
- Stop Press:** the following events have now been finalised:
Mill Site Planning Consultation Feedback event
Friday 8 March, 6.30 to 8.30
Venue: Wolvercote Village Hall
- Steering Group Meetings** at 7.30pm, venues tbc
Thurs 28 Feb
Tues 26 March
Wed 1 May
- Wolvercote Neighbourhood Forum AGM**
Wed 22 May, 7- 9pm
Venue: Cutteslowe Park Pavilion
- Wolvercote Neighbourhood Forum Celebration event**
Kite making (for 5-10 year olds) juggling workshop, and face painting
Help launch the WNF giant kite
Home made cakes and refreshments
Sunday 9 June, 2.30 - 5.00pm
Venue: Cutteslowe Park Pavilion