

**Agenda Item**      **Wolvercote Neighbourhood Plan Steering Group** Thurs 28 Feb 2013

Venue: 17 Rosamund Road, Oxford

1. Present: Bridget Eley, Graham Jones, Jean Fooks, Christopher Hardman, Allie Noel, Jonathan Gittos, John Bleach, Mike Gotch, Jane Wilkinson, Richard Lawrence-Wilson

John welcomed two new people to the steering group: Chris Dammers, Sue Pfunder

Apologies: Angie Goff, Neil Clennell, David Stone

2. Minutes of previous meeting. Error noted by Jean Fooks; Meeting referred to in 5.1 b&c was in fact with Gary Lloyd & Ian Critchlow, not Michael Crofton-Briggs.

The minutes were otherwise agreed.

3      **Report on progress gaining approval for Forum status.**

- 3.1 AN, RL-W, have finalised constitution and made the Forum application to OCC and have been advised that all the required information has been provided. Two other Oxford applications have also been sent in but more information is required for each of these. We understand these 2 others may hold ours up, as OCC wishing to approve in "batch".

Allie will offer to share our application package to other nascent NP's in case this is useful. AN

Mike will write to Michael Crofton-Briggs & ask if ours can be processed notwithstanding other 2 incomplete applications. MG

NB-OCC need to advertise proposed area of our NP; this takes 6 weeks on top of the 6 weeks needed to advertise the Forum application.

4.1      **Updates/reports on progress, meetings held and issues, since last SG meeting.**

- a Plan-drafting, sub-group work to date, mapping research etc.

John Bleach updated on progress; he, Chris, Christopher & Neil have been meeting at JB house and are each working on a section. Christopher has read Core Strategy.

Items raised: transport, residents' parking, Water Eaton Station (& its effect on parking/transport), community spirit.

Dudman building discussed, from point of view of what should be written in our plan which would prevent a recurrence. Neil can edit our plan as he has relevant experience. Chris has done some research on flooding.

- b      **CPRE event 5-1-13.**

Five people attended day long workshop, and were shown CPRE brochure outlining NP process. Shows all aspects we have to consider: social, environmental, and economic (this is available online).

Five attendees and Allie convened afterwards & reviewed the Vision Statement (currently composed by Pat). Allie circulated copies of the reviewed vision statement starting "In 20 years....."

Discussion ensued thereon.

Corrections/revisions/suggestions.

No "s" on Character(s), provide "with"....Retail, leisure and "community"

"Valued character of streets"- insert "village" (decided against).

"well-being" instead of "health"

insert "within the urban & semi rural area"  
take out "mental & physical"  
insert "beauty" or "high quality design"

We agreed that the statement is 95% OK, and that a subgroup will re-convene to revise vision statement in light of above comments & observations. Action by whom?

?

- c Meeting at Land Agent's Office 7-2-13, attended by Jean, Mike and Graham, to discuss Elsfield Hall and OUP sports ground developments.
- Elsfield Hall:
  - OUP sports ground: recommended that we contact Stuart Pegum at OUP.
  - Paper Mill Site:

University want to proceed quickly & anticipate construction of houses in 2015 with possible completion in the autumn. Mill House owner wants to purchase the southern tip of the site which he wants to preserve as a nature reserve, for the benefit of school children through supervised tours.

- d Presentation at Brooks & Headington 26-2-13.  
Allie and John presented to Headington. They are following the NP process. Michael Crofton-Briggs, Sue Brownill & Bill Heine were also present at the meeting.

John Bleach and Mike Gotch presented to Brookes Students.

- e Paper Mill Site: latest news, covenant possibility, forthcoming meeting.

Public meeting organised for next week – 8<sup>th</sup> March. Turnberry wanting to speak.

GJ-suggests we use opportunity to tell community what we're doing.

Jane Wilkinson will ask Phil Dove to help her design & laminate simple A4 poster for notice boards to advertise meeting.

JW

Jean Fooks will tell local press, Ox Mail & Daily Info.

JF

It was suggested that Jonathan could read out Vision Statement & get show of hands for support, and also ask for other people to help, especially ones with editing and drafting skills. STOP PRESS: Vision statement was not read out.

JG

Agreed that we should encourage the voicing of opinions eg as presented in a recent petition organised by Steve Lunn. Turnberry has asked for small meeting with ourselves, University land agent and chairman of WCC before the public meeting. STOP PRESS: this meeting took place. Steve Lunn and Imogen Rigden were also present.

- 4 **Planning for next Public Meeting Friday 8 March, Mill site final report back event.**

Use meeting to report to residents on progress of WNP. Re objectors to Mill Site, give people 5 mins/ 2 mins to speak. Petition in "Post Box" was sent to University. Estimated site value £10 or 20m (it may be much more). Turnberry Planners to be asked to give detailed answers to questions.

## 5 Reports on forming Area Groups

- 5.1 (a) Five Mile Drive/Jordan Hill.

Richard and Angie to draft a leaflet to be posted door to door. Need to produce position statement on OUP sports ground. Stuart Pegum (OUP

RL-  
W

- facilities director) was emailed to ask for a meeting in order to introduce ourselves & have preliminary discussions. STOP PRESS: SP responded to say that there are no plans at the moment for development of this site. Richard and Angie to follow up to introduce WNF, explaining localism & residents' wishes to influence development. Sue can do deliveries in Linkside AN
- (b) Cuttleslowe Park:  
STOP PRESS Michael Crofton-Briggs was emailed on 5 March to ask for a public meeting prior to planning application being submitted by the Council for Elsfield Hall. No reply received to date.
- 6 **Timing. Influence of City Deal on Northern Gateway; Mill Site progress towards planning application; adding a "timeline" to our action plan.**  
John was concerned that, in our plan-making, we may be overtaken by events. The road improvement obstacle to development at the Northern Gateway may be resolved more quickly by recent successful bid by local authorities and partners under the Government's new City Deal scheme. Meanwhile, Mill Site is progressing quickly towards an Outline Planning application and our plan is still in its infancy.  
Do we now need to put our energies into commenting on the Northern Gateway AAP, just as for the Mill Site where we are working to make our voice heard by the landowner?  
MG and JF did not know whether or not the improvement of traffic situation is "show stopper" for Northern Gateway
- It was agreed that we should continue to concentrate on our Neighbourhood Plan. JG suggested that, rather than make a plan for each site, we need to encapsulate everything in a holistic statement for the whole area, including the following: natural materials, planting, low-height building, low carbon, general policy on housing etc.
- Placing a timeline against the Action Plan was now pressing. Graham will do this within 2 weeks & use Upper Eden Valley in Cumbria as reference. GJ
- 7 **Publicity/communications strategy-communication style** All  
We agree that as a group (and therefore as individuals if perceived as part of WNP) we need make balanced statements to the press, etc, although these can still be powerfully argued.  
All official communications from WNP must be with prior agreement with chairman.
- 8 **Treasurer's report** RL-  
We have a bank account which requires 2 signatories. £354 in account. W  
Jane will let Richard know how to claim money from WCC. JW  
Dept Communities & Local Gov't; must fill in form to collect £500 from city. JF  
Jean will forward this to Richard.
- 9 **Matters arising from Minutes not already dealt with above**  
Brookes have suggested students at the end of their studies who are looking for internships might contact us. After discussion we decided that something less formal than an "internship" would be preferable. We might get help with NG in this way. John agreed to discuss this further with Sue Brownill at Brookes JB

**Meeting on Friday 8<sup>th</sup> March.**

AN  
JW  
JG  
GJ

Tasks and details of arrangements were agreed

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**Any other business.**

Not necessary to get business signatures for now.

Neil had reported that he was working on Biodiversity policies for the plan.

Pat has done a piece of writing for "Flying Goose".

Website: Jonathan has done some work and given Allie log-in details.

Jonathan will chase Georgia over the photo's.

Allie to ask Amanda Saville to help with photos/website.

John to forward Brooks students' presentations.

Jane will go to Low Carbon Hub meeting on 7th March

NC  
  
JG  
AN  
JB  
JW

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**Date of Next Meeting**

26th March at 26 Godstow Road, Jonathan's house.

Mike Gotch will be unable to attend.