

**Agenda Item**      **Wolvercote Neighbourhood Plan Steering Group Wednesday 22 May 2013**  
**7pm to 9pm**

Venue            1 First Turn, Oxford

1. Present      Bridget Eley, Christopher Hardman, Allie Noel, John Bleach, Richard Lawrence-Wilson, Sue Pfunder, Kate Richenburg, David Stone, Mike Gotch.  
(Arrived after beginning of meeting) Jean Fooks, Neil Clennell, Graham Jones

Apologies      Pat White, Angie Goff

Pre                Welcome to Kate Richenburg who has attended for the first time. Thanks to Jane

Agenda          Wilkinson who has offered resignation but will continue to help when she can.

2. Previous minutes      The previous minutes were agreed.

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

Feedback from Allie:

OCC's Area consultation now completed, for which a few comments received. Will be passed to Corporate Executive Board for discussion and approval 10th July 2013, then there will be further public consultation on Forum status, and back to CE Board. We have been allocated a senior planner at OCC; Matt Bates. The whole process could take until December 2013; by which time we hope that a lot of key decisions will have been made. Matt advised that Forum status does not give us influence per se. Until we get our actual Neighbourhood Plan ratified our influence depends on how far we are the voice of our community.

Jean has written to Michael Crofton Briggs to ask whether the process can be hurried up.

Mike Gotch will speak to him & report back to group.

Bridget to draft a letter from "Wolvercote NP" to ask for more satisfactory timescale. STOP PRESS; subsequently decided that Jean's letter would suffice.

MG

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

**4.1a                Paper Mill Site** - We are in touch with Turnberry & need to confirm our policies regarding the outline plan. Final copy of our "Outline Planning Requirements" drafted by John & Christopher was circulated by email. Mike suggested that we should add a clause calling for a satisfactory drainage scheme. Dr Bob Watkins' leaflet, re the Mill Site, distributed to all houses in Lower Wolvercote, generally well received & residents grateful to have information, in which it was quoted that there could be an increase of 40% in the population of lower Wolvercote. 6 or 7 responses to BW leaflet received.

- 4.1b** **Re access to Nixey’s Field for Network Rail**, we are in discussion with University Land Agent’s office. The latter are trying to obtain NR ‘s commitment that the meadow will be adequately protected during works and that the ditch will be dredged after they have finished. Access may be gained from A34 instead. There is to be a meeting with the Land Agent to be attended by John and Graham. JB  
GJ
- Re the Bicester route which runs to the rear of Lakeside, Network Rail (c/o Robin Bassu) will look again at vibration & may introduce anti-vibration/noise buffers under the track.
- Extra Issue/ Aside** Sue Pfunder & Kate Richenburg raise issues with use of terminology Wolvercote *village* and it was decided that it is more proper to refer to our group & area as *Wolvercote Ward*; we will use this terminology from now on.
- 4.1c** **Elsfield Hall Site**  
Update from Allie for Cutteslowe Park Area.  
Currently has part commercial usage, but OCC plan to put 21 dwellings of 2/3/4 bedrooms each on the current car park (53 bedrooms). There is concern about potential parking overspill in Harefields. 45 local people met with council planners & a list of outline planning requirements has been drafted (copies handed out among group).  
Note - Pye, the builders own a “ransom strip” of land and have also expressed interest in being the developers.  
Need to prepare a more detailed set of comments from residents. AN  
Our traffic survey is 50% completed, with the assistance of residents of Harefields. There are concerns about the safety of the new access road and lack of pavement on south side of Harefields; the development will probably house about 30 children of primary school age.  
Noted that OCC is considering replacing some garages in David Walter Close with new housing units. Access to Elsfield Hall via David Walter Close would be helpful but may be pedestrian only.  
Mike Gotch advised the planners against having windows on the Elsfield Hall Site houses facing A40.  
At “reserved matters” stage we need further communication with developers. Double yellow lines needed in Harefields and have been for sometime. Jean Fooks says this is imminent.  
Outline planning application is due to be submitted in June.
- 4.1d** **Northern Gateway, City Deal.** Not discussed.
- 4.2** **Reports on sub-groups.**
- Plan Drafting, vision statement, project management, time line etc:** Neil NC  
agreed to look at vision statement which is not yet completed.
- Allie and John need help with **project management** – refer to item 5.2 below for discussion on funding of consultants etc.
- The **timeline** is not done.  
Graham Jones will get back involved next week - will give help with project management & finish timeline. GJ  
Allie & Graham will meet & liaise over these matters AN

**Help** from outside group needed. Noted that Chris Dunabin (friend of Jane Wilkinson & ex employee of English Nature, but not a planner) may help. John will follow this up.

JB

Neil again urged us to keep the plan simple. He cited the Upper Eden Neighbourhood Plan, now ratified, which is very brief (15 pages).

Kate to help Allie with Elsfield Hall.

KR

Mike suggested seeking help from Planning Aid England (Peter Whitehead – Community Planning Outreach Co-ordinator) – card was passed to JB.

#### 4.2b **Reports on sub-groups**

##### **Transport Group.**

Will meet at Jean's house on 29th May 2013, St Bernards Road

#### 4.3 **Invitations to comment on OCC & Oxon CC policies.**

MG

Mike looked at affordable housing consultation and will recommend how we should respond as a group.

#### 4.3.5 **Primary School Provision.**

If Bob Watkins' figures are correct, Mill Site development will raise annual intake of primary school children from 30 to 45.

More classrooms needed, but even so, this won't address the problem; a new school may therefore be needed.

September 2012- 52 applications of which 22 refused

September 2013 -19 refusals of which 10 in catchment area & 2 siblings. North Oxford children therefore having to be driven to Kidlington to attend primary school.

Jean Fooks makes point that Cutteslowe school is undersubscribed and that the County Council thinks there are enough school places across Oxford for the next few years.

There is a consultation on County website about primary education provision & Richard will complete it on our behalf.

RL-  
W

2 classrooms can be built on youth club site (other side of St Peters Road from main school)

#### 4.4 **Our Priorities.**

Plan drafting, contacting local landowners, research (eg transport & education). Website is not a priority for the moment.

#### 5.2 **Fund Raising- new DCLG programme.**

Funds are available on a 2 year programme; there are 2 funds:

Direct support - eg planners to do things on our behalf, and financial grant of £7000 for us to employ our own contractors.

Forum status does not have to have been granted for us to apply.

Funds are allocated on a 'first come first served' basis and therefore the application is urgent. Allie will do first stage of application. Sue to help Allie.

AN  
SP

- 6        **Publicity/communications:** not discussed
- 7        **AGM and Celebration event**  
Notices are up to say this is cancelled. To be planned at a future meeting
- 8        **Matters arising from Minutes not already dealt with above.**  
Neil - flood risk is not his area.  
No-one went to the Brookes planning event.
- 9        **Future of Post Box.** Still in ownership of Bowles family and on the market.  
Steve Lunn is organising a local group to buy collectively; they have raised  
£90,000 in pledges so far.
- Emails.**We all need to think carefully before using “reply all” button.
- Roger Dudman Way Campaign:** Agreed not to circulate literature issued by the  
Save Port Meadow Campaign to the neighbourhood using our database. Refer  
to JB’s email dated 29/5/13.
- Forthcoming event:** 20th June-Civic Society Debate- “Why should Oxford  
Grow”
- 10       **Next meetings.**  
**3rd July** traffic sub committee  
**Tuesday 9th July** 7.30pm - Steering Group, 37 Harefields  
**Wednesday 14th August** 7.30pm - Steering Group, 65 Five Mile Drive.