

# Wolvercote Neighbourhood Plan Steering Group

Tuesday, 9<sup>th</sup> July 2013 Venue: 37 Harefields Minutes

Agenda Item	Action
1.	
<p><b>Present:</b> Angie Goff (AG), Jean Fooks (JF), Allie Noel (AN), John Bleach (JB), Sue Pfunder (SP), David Stone(DS) (who arrived late after work), Graham Jones (GJ) (who agreed to take minutes).</p> <p><b>Apologies:</b> Neil Clennell (NC), Bridget Eley (BE), Christopher Hardman (CH), Mike Gotch (MG), Richard Lawrence-Wilson (RLW), Pat White (PW), Kate Richenburg (KR), Ali Weller (AW).</p>	
2	
<p><b>Agreeing Previous Minutes –</b></p> <p>To be noted that KR helped on Elsfield Hall work. Apart from these changes the minutes were agreed.</p>	
3	
<p><b>Report on progress gaining approval for Forum status - Incl. meeting with other Oxford NP groups</b></p> <p>The area status for our group is set to be approved by the Executive Board of Oxford City Council tomorrow, 10<sup>th</sup> July. JF will be attending.</p> <p>JB &amp; AN met with members of the other Neighbourhood groups in Oxford to share experiences and discuss progress with Oxford City Council on their applications for area and forum status. Concern was expressed by all on the sluggish process and need for support . A joint letter is being sent to the council about this. Further meetings of the NP groups planned.</p>	
4	
<p><b>Updates/reports on progress</b></p>	
4.1	
<p><b>Meetings held and issues concerning sites, since last SG meeting</b></p>	
a)	
<p><b>Paper Mill Site –</b> outline planning application, Bob Watkins' work</p> <p>The application is expected to be submitted tomorrow, 10<sup>th</sup> July but Turnberry confirmed to JB that it is still not too late to make comments before council's official planning consultation period. Bob Watkins' recent traffic survey was favourably reviewed. JB to forward a copy to the Transport Group. AG stressed the concern shared by members of the Transport Group that there were insufficient parking places for patients visiting the GP Surgery.</p>	
	All
	JB
b)	
<p><b>Network Rail project/Nixey's Field</b></p> <p>There have been some complaints about the use of Network Rail of the Mill Site in relation to noise and the use of lights late at night.</p> <p>Network Rail has arranged a Drop-in/meeting to give an overview of their plans and their work on the mainline and adjacent tracks. This will take place between 4.30 p.m. and 7.00 p.m. on Thursday, 25<sup>th</sup> July in Wolvercote Village Hall. It was not clear how widely Network Rail had publicised this. JF said that she would follow up with Network Rail and David Stevens of Oxford City Council about the complaints and the publicity.</p> <p>AG is contacting Network Rail, mainly on behalf of the Commoners' Committee, about a contribution towards tree replacements adjacent to Wolvercote Common.</p>	
	JF
	AG
c)	
<p><b>Elsfield Hall Site</b></p> <p>A new team at Oxford City Council, involved with social housing, is now working on new design, probably with new architect. They will consult with WNP members.</p>	
d)	
<p><b>Northern Gateway, City Deal</b></p> <p>JF reported that the proposals for the City Deal are taking longer to complete and have been delayed until September.</p>	
4.2	
<p><b>Reports on sub-groups/work areas</b></p>	
a)	
<p><b>Project management and time line</b></p> <p>AN has brought the project management data more up to date. JB has put together a new timetable with a target date of April/May, 2015 for the Referendum. This is available as a separate document.</p>	
b)	
<p><b>Seeking help – e.g. Chris Dunabin</b></p> <p>JB has spoken with Chris Dunabin (CD), a friend of Jane Wilkinson and a recently retired civil servant who has much experience in the sort of work we are undertaking. Although he lives in London, he spends a lot of time in our patch and is aware o many of the issues. His view is that; we need to ensure with new workshops we hold that we have progressed and have new items to present; we should do a short statement on what the NP plans to achieve; also, using the Northern Gateway as an example, what sort of impact it will have on the community. He offered to look through documents and give feedback but not to attend meetings.</p>	

**c) Grant application made to Locality**

AN, JB and GJ had all been involved in going through parts of the application form and JB has now submitted our application. For this first stage it had been decided to seek professional support in progressing our plan rather than finance. This we could do later in the current round of applications or at the next round.

**d) Plan-drafting sub-group – finalising vision statement**

AN wanted John's considerable time put in to this so far to be acknowledged by the Steering Group. And that if we are to make better progress he will need extra support. It was agreed that this should happen, working from Vision to Objectives to Policies and that we should have something pulled together by the end of August so that we can make a presentation to a public meeting by the end of September.

JB agreed to produce a summary on the plan to date by the end of July with feedback by 9<sup>th</sup> August.

**JB**

**e) Transport Group**

The group had made reasonable progress with two meetings since the last Steering Group one. See the minutes of the Transport Group for details.

**All**

**f) Other work areas: mapping, research, data on pollution (JG), sustainability analysis, meeting with Michael Crofton-Briggs, other groups, landowners etc.**

There was insufficient time to cover this and it was deferred until the next meeting.

**4.3 Review of priorities**

Plan Drafting. The group was eager to see progress in this area. See item 4.2d above..

**5 Treasurer's report**

**5.1 Bank account and funds**

Nothing new to report. Account currently stands at £1207.00

**5.2 Other fund-raising**

None at present.

**6 Publicity/communications strategy**

**6.1 a) Flying Goose – deadline for next News Update: 29 July**

Date of next public meeting and progress taken from minutes to be included.

**AN/PW**

**b) Finding someone to take on Publicity**

No names forthcoming at moment.

**c) Brookes student for work experience – incl Marketing. Help needed to arrange this.**

Not now possible as the Headington Group, on Brookes' doorstep, seem to have collared this..

**d) Progress on noticeboards and where they will be sited (with £500 from WCC?)**

Deferred

**e) Creating Website**

- Design input and content management needed
- Links to Wolvercote .org
- Managing Photo store

Various suggestions made as to who may be able to help. DS and AG will check out two possibilities.

**DS AG**

**7 AGM and Celebration event – approx dates**

Postponed until we have more news on our status.

**8 Matters arising from Minutes not already dealt with above**

- Representation/liaison on Local Groups eg WCC, Low Carbon Hub group, OPT  
Nothing agreed.

MG had said that a stronger statement was needed about drainage re Mill site. This was done.

We are unsure whether RLW had completed his work on Wolvercote Primary School.

However, JF was able to give an update on admissions for next academic year when its numbers will increase from 30 to 45. Cutteslowe Primary School has an annual intake of 60 but for 2013 to 2014 it has 25 spare places.

**9 AOB**

The Meeting finished 9.55 p.m.

**10 Dates of upcoming meetings**

Transport Group – Wed 25, July, 7.30p.m. 67, Rosamund Road

Steering Group - Wed 14 Aug, 7.30pm, 65 Five Mile Drive

Steering Group - Wed 18<sup>th</sup> Sept, 7.30pm, Venue to be confirmed

Public Workshop/Meeting – Wednesday, 9<sup>th</sup> Oct. (Provisional date)