

## Minutes



<b>Agenda Item</b>	Wolvercote Neighbourhood Plan Steering Group Wednesday 18 Sept 2013 7.30pm to 9.30pm	
Venue	25 Jordan Hill, Oxford	
Present	Bridget Eley, Christopher Hardman, John Bleach, Kate Richenburg, David Stone, Graham Jones, Angie Goff, Mike Gotch, Jean Fooks, Sue Pfunder	
Apologies	Neil Clennell, Jonathan Gittos, Ali Weller, Pat White (also resigned but happy to do ad hoc stuff leaflets etc)	
Agree previous minutes	Agreed- excepting that Mike Gotch noted that he had apologised for non attendance and the county council offer a “consultation” rather than “contribution” on the local bus service.	
3	<b>Report on progress gaining approval for Forum status.</b> No news- maybe October. Mike is going to chase progress.	MG
4 4.1(a)	<b>Updates/reports on progress, meetings held and issues, since last SG meeting.</b> <b>Meeting with Planning Aid.</b> Angie has produced notes on the Planning Aid meeting- STOP PRESS: John has now circulated this. We have been offered 13 days of professional assistance with Bob Keith. He was not critical of our progress so far and clarified how he would be able to help. Point made of importance of community engagement & suggestions received - Wolvercote young people- Jean to liaise, church(es) and faith services (there is one per month in Cutteslowe Pavillion)-Flying Goose. Engagement with young people was seen as a particular challenge. Also point made that we may not be engaging with people in rented accommodation. Bob Keith has offered a 2-3 hour training session on a Saturday morning to anyone in both steering group & general community – audience number ideally 30 – 40 people, possibly to be invited using our data base. Graham to liaise with BK- suggest dates 9 or 16 November	JF  GJ
4.1(b)	<b>Plan drafting sub group.</b> John and Christopher had last met on 10 <sup>th</sup> August to discuss the wording of the Draft Outline Plan. A meeting was arranged for 2 <sup>nd</sup> October to improve this document particularly to ensure that it applies to the whole of the Ward (and not just Wolvercote village). STOP PRESS: JB, KR and CH attended.	

<p><b>4.1(c)</b></p>	<p><b>Transport issues</b> Northern Gateway etc. - Jean &amp; Mike liaising with County over the planning of a public meeting to discuss traffic, which Jean should be held before the WNP public meeting scheduled for 16<sup>th</sup> October, in view of the programme for the AAP. There was some discussion about swapping the WNP public meeting with the County's meeting. STOP PRESS: Jean was unable to arrange the latter in time, so the WNP meeting will be held as originally planned. The "City Deal", if agreed, was expected to fund traffic measures. Jean anticipated that City will launch the Northern Gateway AAP in the next 18 months with consultation.</p>	
<p><b>4.2</b></p>	<p><b>Planning the 16 October public meeting.</b> Wolvercote Village Hall had been booked. Meetings in future should alternate between Cutteslowe Pavillion &amp; Wolvercote Village Hall.</p> <p>Agreed that the meeting would focus on the content of our Draft Outline Plan. It would be a workshop meeting and groups would be asked to review the vision and objectives set out in the Plan and to help us to make priorities. A meeting to discuss the agenda was arranged to take place in the following week. STOP PRESS: JB, JF, MG and AG attended.</p> <p>Need to increase publicity- so far publicized only in Flying Goose. Jean will inform press Angie will contact Radio Oxford. Sue will do leaflets/posters after 12 Oct and would help with setting up the hall. Graham to design A4 posters &amp; A5 Leaflets Agreed that leaflets would be delivered to all properties in the area and everyone would need to help with leaflet delivery. It was suggested that we could ask for help from our others on our mailing list – Angie to do street list</p> <p>For delivery by email, Allie has set up Mail Chimp - David will send emails to all on the mailing list. John will forward the mailing list to David with conditions for its use.</p> <p>It was suggested that we hold another collection at the end of the meeting.</p> <p>Kate to draft response to John King - writer of critical article in "Round and About"</p>	<p>JF AG SP GJ <b>ALL</b> AG DS JB  KR</p>
<p><b>4.3</b></p>	<p><b>Meetings held &amp; issues concerning sites, since last SG meeting.</b> (a) Paper Mill site: We sent our comments on this to OCC. Land agent (aka Director of Asset and Space Management) came to</p>	

	<p>meeting with University &amp; Turnberry. The meeting was held in John's house on 29<sup>th</sup> August. We challenged them to show us where in their application they had addressed all our issues. They said they would respond. To date they have not. Angie has notes of meeting. Environment Agency say flood risk assessment is inadequate. Planning Officers may advise University to defer application until after Christmas.</p> <p>(b). Elsfield Hall: Kate awaiting revised plans from OCC. City made housing less dense - reduced height, changed Harefields access, but Mike pointed out that most dwellings still faced A40. Leader of group currently Allie and it was hoped she would continue in this role. Kate said that alternatively we might approach Liz (Humble-Thomas) &amp; Phillip or Marcus (Robbins). Kate will liaise with Allie &amp; other contacts.</p>	<p>KR</p>
4.4	<p><b>Management &amp; Help.</b> No replacement had yet been found to replace Allie as secretary. John had asked Jenny Attoe, who had done previously done work for the Commoners Committee, in return for a small stipend, but had no response from her. Jean is going to ask for OCC funding for a clerk at next Council meeting. John is going to try to condense Allie's list in order to make it look less onerous, in order to attract candidates.</p> <p>Jonathan has apparently fixed email so we have access to the one linked to our URL and David is going to check that this works.</p>	<p>JF JB DS</p>
5	<p><b>Treasurer's Report.</b> £1200 in bank; no creditors. Mentioned the possibility of monetary bid to Planning Aid. It was suggested that John could ask Richard to help with this.</p>	<p>JB</p>
6	<p><b>Publicity/communications strategy.</b> Flying Goose next deadline 25 Oct. Graham will get article in, ask for more space and clarify distribution dates to ensure that dates we give in our newsletter have not passed by the time the magazine is distributed.</p> <p>Need to confirm new contact name that we give. This should be our new email address.</p> <p>David offered the help of his friend Rowen to do website but we need to give him direction and at the outset clarify his terms of engagement, including remuneration if required. David to discuss &amp; feed back Tuesday/Wednesday. Then DS will set up a meeting with John and one other. Noted that hosting fees of £200 will apply.</p>	<p>GJ DS</p>

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<p><b>7</b></p>	<p><b>Matters arising from previous minutes not already dealt with above.</b>  Item 4.1(a): Instead of writing to the Land Agent, John had arranged a meeting. See item 4.3(a) above.</p> <p>Item 4.3: Graham said that he had researched NP Structures and would relay his findings to John.</p> <p>Item 7: John reported that the symposium on 10 September had been beneficial and reinforced the view that feedback from young people was very important – we are planning their future.</p>	<p>GJ</p>
<p><b>8</b></p>	<p><b>AOB.</b>  Richard Bradley of Oxford Civic Trust coordinating meeting of Oxford NP groups on 14 October- John &amp; Graham will attend.</p> <p>Flood Forum in Town Hall 17 October – STOP PRESS Mike has now publicized this</p> <p>Oxford Preservation Trust now wish to organize public meeting re footpath from Mill Site to lakes.</p> <p>Thames Water have issued a report saying drains etc in Wolvercote are OK but we should challenge this - Mike will co-ordinate, &amp; connect with people who have had drainage/flooding problems of which there are many.</p> <p>Summertown NP has now been shelved but we are told that the group will devote time to the proposed development of the Ferry carpark and the possible redevelopment of Ewart House.</p> <p>Further consultation on parking in Harbord Road will be carried out.</p>	<p>JB GJ</p> <p>MG</p>
<p><b>9</b></p>	<p><b>Dates of upcoming meetings.</b>  24 October at John's house at 7:30pm - Steering Group</p>	

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