

Minutes

Wolvercote Neighbourhood Plan Steering Group:
Tuesday 21 January 2014 7.30pm to 9.30pm, held at 47 Rosamund Road

Agenda Item	Action
1	<p>Present: Christopher Hardman, John Bleach, Angie Goff, Jean Fooks, Graham Jones (before 9:00pm), Kate Richenburg, David Stone (from 8:50pm). Apologies: Allie Noel, Mike Gotch, Richard Lawrence-Wilson, Bridget Eley.</p>
2	<p>Previous minutes: The minutes of the meeting 3. December were agreed.</p>
3	<p>Plan Making</p>
3.1	<p>Planning Aid training session – next steps. The training session was very successful and quite well attended. The presentations by Bob Keith were clear and informative and are now available electronically. There were a few tentative offers of help.</p>
3.1.2	<p>It was agreed that since we cannot dictate when planning applications are made we will have to direct our attention to the individual applications and respond to them informed by the principles established as a result of the local consultations on which the neighbourhood plan is being developed. Consequently we must now give most of our attention to the proposals for the Northern Gateway. It was also clear from the meeting that we should attempt to widen our consultations to include other relevant local parties. We should also seek to engage with the University and the Council to try to ensure that plans are developed , as far as possible, in accordance with the expressed wishes of local residents.</p>
3.2	<p>Northern Gateway Area Action Plan. The meeting with Rachel Williams on the draft AAP (8th January) had not resulted in any changes to the preferred options in her paper because the timetable set for its presentation to the CEB did not allow for it. This was disappointing and unsatisfactory. The Steering Committee had the impression that the process was being rushed through and the views of local residents were being ignored intentionally. Consequently John and Jean had formulated questions to be put to the CEB in writing which made this clear. Only Jean will be able to speak and there will be written answers to the questions tabled at the meeting. It was suggested that it would be a good idea for there to be some members of the steering committee present at the meeting where the draft APP and the request for approval of the Wolvercote Neighbourhood Forum’s status would be considered. John and Jean would be here and Angie and Christopher said that they would attend.</p>
3.2.2	<p>John and Jean will meet Rachel to discuss the consultation process on the AAP. She already has proposed a list of venues for an exhibition and wanted to distribute a questionnaire. She asked if we would be able to assist with the latter.</p>
3.2.3	<p>However, there were doubts about the efficacy of a distributed</p>

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questionnaire as a method of determining a response to the options in the AAP. It was decided that we did not think it appropriate to be involved in the distribution of an OCC questionnaire especially given our limited resources. If there were to be any distribution of material to all households in the neighbourhood we would wish either to have a part in its formulation or to write it ourselves.

3.2.4 We proposed that one additional suitable venue for the exhibition would be the Library in Summertown. Though this is not in our Neighbourhood the proposals are of considerable interest to the residents of Summertown and of course Summertown is a local shopping area. We also suggested that the Baptist Church Hall would be a suitable venue in Lower Wolvercote.

3.2.5 We also decided that we should have our own panel at the exhibition and John said he would ask Phil Dove to help design it. As far as possible whenever there was a Council representative at the exhibitions there should also be a Forum member. JB

3.2.6 A further open meeting at the Hotel is proposed. There was a view that this might be better if it did not adopt the same workshop form because it would be difficult to get representative views on all the proposed options .We were clear that ,as far as possible, this should be our meeting not an Oxford City Council Meeting.

4 Update on Planning applications

4.1 **Elsfield Hall.** The consultation and engagement with local residents on this has been excellent. This is a model to be followed for other proposals. The planning application has been submitted and a team of residents are currently going through it carefully. KR
DS
AN

5 Forum status

5.1 The approval of the forum status is expected at the CEB on Wednesday 22 January.
AGM and voting. Discussion of the arrangements for this was postponed.

6 Management and help

6.1 **Applying for funding: Planning Aid/setting up an appeal.**
We were encouraged by Bob Keith to apply for further financial help from Planning Aid and we agreed to ask Bob for his assistance in making applications. However, it would be helpful if we could find someone familiar with this kind of grant application to assist. JB

6.1.2 Bob Watkins asked after the meeting with Bob Keith why we had not set up an appeal. Christopher said he would ask Bob Watkins if he would like to organise this. CH

6.2 **Secretary/project manager and volunteers.**
Christopher said he would ask Mark Butchers about project management for the St Peter's projects to see if anyone involved in that might help. John

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would look to see if there were any offers of help in the emails to which he now had access. **CH**
JB

7 **Treasurer's report:** no report.

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

8.1 **Exeter St James meeting- 18 March.** 6:30pm St Aldates Room, Town Hall.
There are four representatives: John, Jean, Angie and Graham, but if anyone else would like to go they should tell John.

8.2 **Planning'Camp'.** An event organised by Planning Aid to be held in Oxford from 3rd to 5th April.
STOP PRESS: For details see attachment. This is a 3-day event, all expenses incl. meals, but not travel paid, open to 2 members from each group, but booking is essential. Any volunteers?

8.3 **Actions outstanding:**

- Item 3.3 (The Mill Site): John contacted University Estates, who responded saying they would keep us informed.
- Item 4.2.3: no news from Jonathan, following his offer to make a questionnaire and video. **JG**
- Item 9 (publicity etc): Angie, Kate and David to look at this once Elsfield Hall consultation is over. **AG, KR, DS**
- Item 10.3.2: David agreed to review and finalize the report by the Transport Group. Then circulate this to the SG. **DS**

8.4 **Logo:**

Kate felt that we there should be a strap-line associated with our logo, to explain more clearly the geographical limits to our neighbourhood area. John agreed to look at this, and enlist the help of Phil Dove to integrate this with the current the design. **JB**

9 **AOB**

9.1 Deadline for next newsletter - **Flying Goose** 15 Feb. Jean will draft 250 words. **JF**

10 **Date of next meeting:** Wednesday 19 February. Venue to be confirmed.