

# Minutes



## Wolvercote Neighbourhood Plan Steering Group

Wednesday, 26<sup>th</sup> March, 2014. Meeting commenced, 7.35pm to 9.45pm at Sue's house, 49 Lakeside.

Item		Action
1.	<p><b>Present:</b> John Bleach, Graham Jones, Sue Pfunder, Angie Goff, Kate Richenburg, Richard Lawrence-Wilson, David Stone, Jean Fooks, Christopher Hardman, Alex Martyn.</p> <p><b>Apologies:</b> Mike Gotch, Bridget Eley, A. Weller (Resigned).</p>	
2.	<p><b>Previous minutes:</b> The minutes from the meeting of 21<sup>st</sup> January 2014, were agreed.</p>	
3.	<p><b>Northern Gateway AAP.</b></p>	
3.1	<p><b>Options consultation:</b> There was general dissatisfaction with the quality and lack of information provided by OCC, for example as given with the shorter paper version of the questionnaire ('Summary Options Questionnaire'), compared with the details available online.</p> <p>It was noted that the number of paper copies of the full version of OCC's document describing the options ('Options Document') had been reduced from 500 to 200, thus making access more difficult for people without access to the Internet. Even then, it appeared that paper copies were only made available to the public at the workshop on 17<sup>th</sup> March. Paper copies of the full version of the questionnaire did not appear to have been made available at all.</p> <p>Whilst the fuller version of the questionnaire invited comments on most issues, to which text was devoted in the 'Options Document, no comments were invited on Education, Biodiversity and Character and Historic Environment.</p>	
3.2	<p><b>Completing the Questionnaire.</b> As a result of requests by Robert De Newton, of Engage Oxford, and Wolvercote Commoners and as a result of complaints by CPRE about the lack of information in the document on environmental issues, OCC had given them all an extra week to respond to the consultation questionnaire. The same dispensation had now been given to the Forum by Rachel Williams, to whom our written comments were therefore to be addressed.</p> <p>John, Angie and Christopher were to meet on the day after the meeting to compile the Forum's response, and, since John would thereafter be away, Angie, Christopher, David, Jean, Alex and Graham would meet on Wednesday 2<sup>nd</sup> April to put the finishing touches to the document.</p> <p>STOP PRESS: Graham duly submitted our comments on Friday 4<sup>th</sup> April.</p> <p>Angie was also helping with the Wolvercote Commoners' submission.</p>	

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	Some points were raised that some felt could be made in our response: (i) concerns about modelling and the potential effects of traffic at the Woodstock and Banbury Road roundabouts – these had not been made available at the 17 <sup>th</sup> March workshop as hoped and we were still awaiting details; (ii) we should stand firm on preserving the Green Belt; (iii) the prospect of up to 8,000 employees on the business park site; (iv) balance of housing.	<b>Check</b>
<b>3.3</b>	It was felt the recent meeting on transportation, held at the Baptist Chapel with Tom Flanagan from Oxfordshire County Council, had been a worthwhile exercise. TF promised to provide information. STOP PRESS: has this now been received?	<b>Check</b>
<b>3.4</b>	<b>Stakeholders' workshop</b> (organised by OCC on 24 <sup>th</sup> March). Attended by Jean and John. Jean reported discussions on (i) the future of the Trax project (which uses land to the south west of the Pear Tree roundabout) and (ii) the idea of improving a public footpath and bridging the railway to make direct access to the new Oxford Parkway station. On the latter issue, Jean, mentioned need for the City to contact Cherwell District Council.  It was suggested that we should comment on the Trax project in our response document.	<b>Check</b>
<b>3.5</b>	<b>Other points:</b> Jean advised that The City Deal money has to be spent within the financial year 2015. This relates to the provision of the improved road network.  Graham noted the Inspector's previous comments: "...the existing road network could not accommodate any additional traffic..." (para 4.138 of Inspector's Report – December 2010).  Jean requested points on paper concerning speed limits (?).  Christopher commented:- the money is only available for the present development and we need to know what will be done in addition.	
<b>4.</b>	<b>Update on Planning Applications</b>	
<b>4.1</b>	<b>Elsfield Hall:-</b> Alex advised Forum submission had been sent, but there had been a delay by the City Council in considering the planning application as the County Council still had to make their comment. A judgement was expected in June.	
<b>4.2</b>	<b>Elsfield Way:</b> Alex stated that access to and from the site off the A40 was extremely hazardous due to direct proximity of the site access point with traffic from the Banbury Road roundabout, this would be a key reason for rejection of the planning application.	
<b>5.</b>	<b>Plan-Making</b> This item was not fully discussed as no further progress had been made due to the workload of local planning applications in the area.	

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5.1	<p><b>Transport Report.</b> David distributed copies of the Transport Report. David and members of the Transport Sub-Committee were thanked for their contribution and their work in producing the report. It was decided the report should be sent to key contacts, including leaders of Oxford City and County Councils and their transport advisers.</p> <p>STOP PRESS. John now to send out the document.</p>	JB
6.	<p><b>Forum and AGM</b></p>	
6.1	<p><b>Achievement of Forum status.</b></p> <p>Forum Status had been confirmed. The existing workload prevented opportunity at the time to celebrate this achievement.</p>	
6.2	<p><b>AGM .</b></p> <p>A voting process will be needed for the AGM. It was agreed to defer the AGM until later in the year to give more time to organise the event. Richard and Angie agreed to get together with their thoughts about the election procedure.</p> <p>Various suggestions on the date and venue were put forward. Either September in Wolvercote Village Hall or 8<sup>th</sup> October at Wolvercote School Hall, depending on availability. The School Hall was felt to be a more appropriate venue. The availability needs to be checked and confirmed.</p> <p>STOP PRESS: School hall is not now let in the evenings. Following consultation by email with the SG, Angie has now booked Wolvercote Village Hall for Wednesday 15<sup>th</sup> October.</p>	AG RL-W
6.3	<p><b>Communication of AGM and Flying Goose</b></p> <p>Richard asked about coverage. It was understood that the Flying Goose would reach all residents in the Ward. If not then a leaflet or both should be considered.</p> <p>STOP PRESS: this has now been announced in our latest article in the FG to be published on the front page. Sue worked on 23<sup>rd</sup> April with John on the wording for this article, which met the copy deadline of 5<sup>th</sup> May.</p> <p>A further announcement will be needed in the following FG (copy deadline as yet unknown) and possibly also a leaflet.</p>	??
7.	<p><b>Management and Help</b></p>	
7.1	<p><b>Website</b></p> <p>Ann Charles has experience in website design and management, she has agreed to assist in taking the WNF website forward. Kate suggested inviting her to the next steering group meeting, this was agreed and John is to contact Ann on our behalf.</p>	JB
7.2	<p><b>Other Help</b></p> <p>Graham has received three offers of help from:- Jackie Gray, Katie O'Connor, Jonathan Dean.</p>	

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7.3	<b>Applying for funding:</b> not discussed	
7.4	John asked Alex if he will join us on the Steering Group, Alex agreed he will do so.	
8.	<b>Treasurer's Report</b> Richard reported the current bank balance stands at £1,137 and Dr. Bob Watkins had made a donation of £100 for which we are grateful.	<b>Check</b>
9.	<b>Matters Arising from Minutes</b> Insufficient time was available to discuss in depth lessons learnt from the Exeter St. James meeting.	
10.	<b>AOB</b>	
10.1	Logo and Strapline. This item was discussed at the previous meeting and Kate emphasised the need to revise and include the strapline so as to connect and extend reach with residents in our area.	
10.2	<b>Oxford Civic Society's</b> report is due and it will discuss transport issues and options for the whole of the City.	
10.3	<b>Future Meetings</b> 1 <sup>st</sup> April, Network Rail consultation meeting. Wednesday, 30 <sup>th</sup> April, Wolvercote Commoner's Committee Meeting. A Steering Group representative should attend.	
10.4	<b>Planning Aid England</b> We had informed Bob Keith (Locality) that we are behind schedule due to issues with the Northern Gateway and other local sites. We need to consider our application for funding and assistance, for which help from the group is needed We will need to provide an estimate of costs. John and Graham are to keep Bob Keith informed.	<b>JB GJ</b>
11.	<b>Date and Time of Next Steering Group Meeting.</b> 7.15 for 7.30pm on Thursday, 15 <sup>th</sup> May, at Richard's house, 65 Five Mile Drive.	