

Wolvercote Neighbourhood Forum

Steering Committee Meeting

Wed 1 February 2017

7.30pm, 20 Home Close



Present: Christopher Hardman (Chairman), John Bleach, Mary Brown, Paul Buckley, Cllr Jean Fooks, Cllr Steve Goddard, Cllr Angela Goff, Graham Jones, Richard Lawrence-Wilson, David Stone, Val Tate (Secretary)

1. **Minutes of Previous Meetings** – revised 9 November 2016 Minutes and draft 7 December Meeting Minutes accepted as correct
2. **Matters Arising:** none
3. **CIL Funding & Grant Application:** We have received a grant of £2650 from Community Infrastructure Levy (CIL) funds thanks to SG & AG. Sufficient funds are in hand to work with consultant Adam Symons, to plan drafting of the Neighbourhood Plan.
Action: CH to finalise contract with AS and agree project plan
4. **Oxford City Planning Service User Meeting 18 January:** MB/AG attended and reported The meeting was chaired by Patsy Dell (PD), Head of Planning & Regulatory Services who explained the Council's [management structure](#) and presented progress on [Oxford's Local Plan 2036](#). It was unclear how the membership was convened and it was noted few resident groups attended. Issues raised included:
 - a. the unpopular withdrawal of personal notifications relating to neighbourhood planning applications and the need for all to register for planning alerts. The Steering Committee's experience of the latter system was not good.
 - b. the Council's entrenched position that six weeks' consultation on matters of such complexity as the Local Plan was wholly inadequate, and the poor notification/publicity of such consultations.
5. **Northern Gateway**
Savills have committed to meet WNF before the next public consultation, the date of which was discussed at a Savills internal meeting 25 January.
Action: CH to contact Rob Linnell at Savills to arrange meeting
6. **Wolvercote Paper Mill**
CH has written to Carolyn Puddicombe (Oxford University Director of Asset & Space Management) noting that there is much concern locally about the future of the site and that delays in announcing the name of the chosen developer were not creating a good impression of the University. JB noted that the OCC Planning website indicates a final decision has not been made. The rapidly-extended information gap since Oxford Co-Housing's conditional offer

was rejected is being filled with speculation and rumour. CP is known to have met with Oxford Civic Society but the issues raised are not known.

Actions: CH to write to PD; GJ to follow-up with Oxford Civic Society

7. **Publicity**

DS asked for a discussion about **public noticeboards** in Five Mile Drive and Jordan Hill to encourage community engagement and feelings of inclusion. AG noted that efforts by Wolvercote Commoners and Steve Goddard, who is offering funds from his ward budget to see a noticeboard erected by the Five Mile Drive recreation field, have reached stalemate with the Council. The advantage of the Council's providing the noticeboard would be to circumvent the need for planning but would probably cost significantly more money. AG is able to post notices on the Jordan Hill board.

VT noted she now has access to the WNF website, Facebook page and mailing lists via Mail Chimp. She plans to work with Anne Charles to ensure the website remains secure and updated. The "Progress" section requires input from the Committee.

Following a meeting with DS in December and subsequent email contacts, VT proposed that this section of the meeting should be considered as community engagement, a two-way process rather than one-way publicity. The committee discussed ways to engage more individuals beyond its current mailing list including Residents' Associations and Street champions – for those streets without residents' association.

Action: VT to research and compile lists

CH noted that the 2015 questionnaire distributed in the Flying Goose (results on the WNF website) had engaged a significant proportion of the community. VT suggested a 2017 questionnaire to cover areas recently introduced into the Plan, both to collect valuable evidence and also to remind the community of the WNF's ongoing work. No decision was reached.

VT proposed that data from the 2015 questionnaires, and other consultations held in previous years, should be referenced in the Neighbourhood Plan narrative to evidence proposed policies. It was noted that other consultation data is currently distributed throughout the group. How this resource could be collected and audited was not been reached.

The committee agreed it would be valuable to post WNF contact details on all community noticeboards and in the Wolvercote Village hall (GJ).

The committee agreed to consider a proposal from AG that WNF holds surgeries in Kendall Crescent and (possibly) the White Hart Community Pub.

8. Neighbourhood Character Assessment – Oxford Brookes student poster session

Initial assessments of Upper Wolvercote were presented at a poster exhibition on Friday 9 December by students studying in the School of the Built Environment. CH noted he was pleased by the quality of the work.

Action: GJ to follow-up; CH to supply links to posters

9. Green Spaces proposals

CH circulated (late December) an environmental consultancy proposal from AS on behalf of the Oxford Brookes team. Their aim is to develop a model to assess biodiversity in the Wolvercote area and to develop mitigation strategies to inform planned developments, with a delivery date in May 2017. Positive comments were received from CH, MB and JB and passed on to AS. There will be another meeting to develop detailed plans when the students return in February.

Action: CH to re-circulate proposal

10. Business & Retail

A second sub-group meeting was held on 14 December. This reinforced the view from the first subgroup meeting that it would provide useful background data to establish what businesses are already operating in the Ward. GJ reported a lack of response to a request for data from Tom Morris, OCC Principal Planning Officer.

Action: GJ to circulate revised draft policies prior to third sub-group meeting 15 Feb.

11. Community & Health policies

After assessing extensive, useful background research, DS/RLW have produced and circulated first drafts of the introductory narrative and suggested policies. They commended the recently-published [Wolvercote Local Insight Report](#) as worth reviewing and comparing with the [2011 Ward Profile](#).

Actions: ALL to read and respond to draft policies before next sub-committee meeting 22 Feb

12. Cherwell Development Proposals

WNF steering committee met on 21 December and 4 January to consider its response. This was submitted to Cherwell District Council and is available on the WNF website. Tim del Nevo, Friends of Cutteslowe and Sunnymead Park; Suzanne McIvor Harbord Road Residents Association, and the WNF mailing list were informed.

13. Other consultations

CH noted that responding to consultations is time-consuming. Whilst the opportunity to put the views of Wolvercote residents as they relate to planning issues is important, the effort is diverting resources from completing our own Plan. It was proposed that CH takes a view on each consultation and emails the committee with his recommendations. It was decided that consultations relating to Oxford Science Village and One Oxfordshire do not require a response from the committee but are matters for responses from individuals.

14. Next Meeting: (TBA in March)