



Wolvercote Neighbourhood Forum

Steering Committee Meeting

Friday 13th April 2018

2.30pm, 47 Rosamund Road

Present: Christopher Hardman (Chairman), John Bleach, Mary Brown, Cllr Steve Goddard, Cllr Angela Goff, Sadie Paige, David Stone.

Apologies: Cllr Paul Buckley, Richard Lawrence-Wilson.

1. Minutes from February 27th Steering Committee meeting were approved.

2. Matters arising not covered elsewhere on the agenda.

OCCG has responded to the Regulation 14 consultation and is supportive of the need to expand Health Care facilities as Wolvercote grows.

CH has agreed with Locality that the grant recently received from them for identified future activities beyond 31/3/18 will not need to be refunded.

In their Reg 14 consultation response Natural England has suggested that we refer to Benson's Neighbourhood Plan. This feedback will be processed once consultation has closed on 24th April.

CH will send out drafted email to all those interested in carrying out a Character Assessment, to ascertain areas likely to be covered. **Action ALL** to advise CH/SP with names of people who may be interested in carrying out CA, asap.

CH has not received any satisfactory information from Saville's re Northern Gateway development. Feedback and input to the Wolvercote Paper Mill development is on-going.

3. Project Plan and Budget Review

An updated version of the project plan spreadsheet and a note about application for further funding was circulated prior to the meeting. Key points from the discussion:

- CH will contact AS to discuss the possible need for further funding (e.g. the SEA/HRA decision may result in additional costs)
- Regulation 14 consultation is due to close on 24/4/18. Five responses have been received (three "no comment", one from OCCG, one from Natural England)
- Draft Consultation Statement and Basic Conditions Statement have been prepared by AS
- SEA and DRA Screening Opinion submission template has been received from OCC, MB/SP will fill it out.

4. General Data Protection Regulation (GDPR)

Following a review of the ICO website and a discussion of the various requests for GDPR permissions received by members of the Steering Committee, the following was agreed:

- In order to effectively communicate with interested parties, the Steering Committee will retain name, email address (where available) and postal address.
- To get the necessary permission to hold and use this personal data, JB will send out Mail Chimp email with voting buttons (or similar). SP will manage responses and reminder will be sent out after two weeks.
- For those on the database without email, the process will be managed by post. SP to take care of this.

5. Ward Boundary Changes

Cllr Steve Goddard provided a comprehensive update on the upcoming ward boundary changes within Oxford. In summary:

- Local Authorities review ward boundaries in the light of electorate changes roughly every 20 years
- Oxford City Council has agreed to keep 24 wards and 2 councillors per ward
- One new ward (currently named Cutteslowe) will be created from northern part of Summertown ward and eastern part of Wolvercote ward. The western part of Wolvercote will extend southwards into Summertown.
- Consultation will open in May 2018 with final decision early September.
- CH expressed concern about the process for boundary change and the (poor) communication of consultation events. There is a need to raise awareness of the consultation starting in July.

The following link provides more detail

<http://mycouncil.oxford.gov.uk/documents/s38998/City%20Ward%20Boundary%20Review.pdf>

6. Update on Major Developments

See Matters Arising. CH advised that the Wolvercote Tree Group has responded to CALA Homes' request for information.

7. External Events

Headington Action Group AGM 10th March 2018

RLW attended. Minutes were circulated to the WNF SC prior to this meeting. Key points of interest:

- prioritized list of projects prepared by the Headington NF,
- post referendum changes to the org structure from a Neighbourhood Forum to the (pre-existing) Headington Action Group.

Oxford City Council's Planning Users Group 19th March 2018

MB and SP attended. Minutes not yet available. Discussion centred around the Council's Planning Portal and associated processes for assessing planning applications. We received confirmation that planning applications for Wolvercote will be reviewed in conjunction with Neighbourhood Plan, once adopted.

WCC AGM 18th April 2018

CH will attend and present a short update on WNF.

Fun on the Green 23rd June 2018

We will present progress on the development of the NP, an update on Northern Gateway and Wolvercote Paper Mill, a list of community projects to be prioritized, and solicit help for Character Assessments.

Action All to identify projects from the current version of the NP. **Email to SP by 5th May.**

(Note that the WNF banner includes logo – see top of this doc – and the words Wolvercote Neighbourhood Plan)

8. AOB

Community Engagement

DS raised a concern about the need to engage younger people in the development of the NP... and rapped about it! SC agreed that this should be pursued through the Young Peoples' Club, which is meeting 25th April. CH to take the idea forward.

SC discussed the idea of setting up a "desk" at the White Hart and other venues to encourage community engagement.

Next meeting will be Tuesday 8th May, 10am, venue tbc

Meeting closed at 16.40

Sadie Paige 18/4/18