

**Minutes of a Meeting of the Blewbury Neighbourhood Plan Steering Group
held in the Melland Room on Monday 8 September 2014**

Present: Ian Bacon (Chair) (IB), Eric Eisenhandler (EE), Richard Farrell (RF), Vanessa Fox (VF), Angela Hoy (AH), Jo Lakeland (JL), Mike Marshall (MM), Pat Mattimore (PM), Anne Millman (AM), Caroline O'Donnell (CO), John Ogden (JO),

Apologies: Nick Chancellor (NC), Joe Goyder (JG), Dermot Mathias (DM), Alex Musson (AMus), Katherine Pearce (KP), Kally Peigne (KP), Gwyn Rees (GR), Anton Nath (AN).

1. Minutes of the last meeting were agreed.
CO is leaving, to return to Ireland. A vote of thanks to her was proposed, for all her help and expertise.

2. **Update on housing needs survey.** NC and AM have combed through comments and the document will be revised and formatted. There will be a return envelope, and a return facility at the Post Office. 20 volunteers signed up, plus those in the room who can.
EE will send AM the BNDP logo for the covering letter and envelope. **EE**
The body of survey will be printed in time for 17th and 21st, for the **VF, AH,**
training sessions. VF and AH will collect VH keys; AM will provide **AM**
biscuits.
RH circulated a draft of the letter to go with the survey; AM will also work on this.
Elaine de Ridder will be the contact point (RF to check this); AH **RF**
suggested that the person who delivers the form should write his/her name and number on the envelope and this may replace Elaine as contact point - tbc.

The outgoing date is the last week in September (staggered). Return date will be about two weeks, with an end date of 27 October (with an extension date of 10 November).

3. **Update on landscape appraisal.** DM has obtained three additional quotes.

RPS - This a large firm and their quote is extremely professional. Corinna was good to deal with and seemed very competent. However their quote was relatively expensive and did not cover any review of ecology or heritage assets of the village. Also their proposal was based on 80 professional hours compared to HDA's 100 hours

Goodger Design Associates - This proposal is expensive and not particularly comprehensive. Tony Goodger seems to have good local knowledge but has not worked on neighbourhood plans.

Morgan Henshaw - This firm was also professional and good to deal with. However they had not done work for a neighbourhood plan and would be relatively expensive if we included the ecological overview, which we would need to do.

Original quote from HDA (Brian Duckett) – best proposal, good value for money and comprehensive. 100 hours. This was considered the best, and the proposal goes before the Parish Council this week and once/if approved, Brian just requires an e-mail of confirmation.

It was felt that it would be useful for Brian to attend a meeting in the next month or two so he can explain to the whole committee what it is he will be doing and the committee can offer any input of relevance.

4. **Living in the Village.**

AH has been studying the last censuses, and the Parish Plan – what do we want to learn from it? Demographics. Identify trends. Establish what is happening/has happened.

We have more elderly people than the average, fewer children, and twice the number of detached houses than the national average.

AM has offered to help with this.

Recreation is very well covered in Blewbury – how many people participate in these activities, and how many of them are from outside Blewbury?

PM raised the issue of the garage, which is in trouble. RF said that the NDP is about the built environment rather than the village activities, but can recognise the needs of the village and ultimately lead to an assessment of what should be done.

CO said that a new survey is being prepared of the needs of Oxfordshire's schools.

5. **Engagement.** An event in January or February? To be discussed at the next meeting. RF said not later than February because of District Council and General Elections. AH to look at VH diary: pantomime and half term need to be avoided.

6. **Website.** JL and 11 have done a great deal of work on this. PM said it was difficult to find through the Village website. The email address has caused security problems, and JL and EE are still working on this.

7. **Sustainability.** MM, AMus and IB have a meeting on 19th Sept. The outline of the scoping report is in place and information to populate it has been gathered but needs sharing out and the report putting into first draft format – there will need to be liaison with the Living In The Village team.

MM,
AMus, IB

8. **Date of next meeting: Monday 13 October**