

Blewbury Neighbourhood Plan Steering Group

Minutes of Meeting on 11th May 2015 in the Melland Room

Present: Dermot Mathias (DM - Chair), Ian Bacon (IB), Nick Chancellor (NC), Eric Eisenhandler (EE), Richard Farrell (RF), Angela Hoy (AH), , Mike Marshall (MM), Helen Mathias (HM), Pat Mattimore (PM),), Anne Millman (AM), John Ogden (JO), Gwyn Rees (GR).

Apologies: Chris Lakeland (CL), Jo Lakeland (JL), Anton Nath (AN), (JL) Kally Peigne (KP) Alex Musson (AMus), Andrew Maxted (AMax) Joe Goyder (JG).

1. **Minutes** of the meeting held on 13th April were agreed.

2. Matters Arising:

Focus groups. IB reported that he would be clarifying the participants and the timings of meetings shortly. AM had drafted a precis of the Q and A's at the Housing Needs Survey Presentation and would be sending them to EE for inclusion on the website.

Landscape appraisal. DM reported that he had written to Brian Duckett but had not yet had a response. It would be of particular value to have a definition of 'low capacity'.

Sustainability Scoping/SEA. DM will complete the SEA questionnaire and will agree this with IB before submitting the form to the Vale.

Finances. DM reported that HDA had accrued further costs mainly, associated with the village hall event. DM agreed to discuss with Brian Duckett. AM requested that the committee should be advised of HDA's hourly rate to ensure transparency in any payments.

Initial Draft Policies. DM reported that the meeting had taken place with David Potter and AMax. DM, IB, PM, AMus, and NC had all attended and found it helpful. Further input from David Potter and AMax would be requested once our policies were more developed.

Discussion on report drafting.

- Living in the village. PM, GR, JG and DM reported they had met to discuss drafting this section. DM reiterated the need to keep it brief but to include much of the supporting information in the appendices. (See No.4 for further points raised on this matter)
- Infrastructure. GR had requested a map of the village sewerage infrastructure from Thames Water.

AOB. DM reported that RF was happy to remain a member of the steering committee. **IB** would contact the two new parish councillors who had expressed an interest in being involved in the development of the BNDP.

3. Aims and Objectives

IB had circulated a draft and reported that David Potter thought that some of these could be merged and that it was important not to include objectives that could not be achieved. GR stressed the importance of the policies being formulated from the aims and objectives and NC suggested that we kept the aims and objectives under review in order to ensure that they linked directly to the policies.

4. Revised draft framework

DM had circulated a draft framework and after discussion this was approved in principle.

Paragraph D. 'Our Village' generated much discussion on the appropriate length for this section. It was agreed that not too much attention should be paid to length at this stage as it could always be edited later when the positioning of graphics in the report would also have to be decided.

Paragraph E. Housing Needs Survey It was agreed that the full results from the survey would be included in the appendices but the policies resulting from this would have to be reasonably detailed.

Paragraph F. Landscape Character Assessment. A summary of this should be included in the main body of the report including a definition of 'low capacity'

Paragraph G. Sustainability. It was thought that some of this information would be more relevant in Paragraph D. **IB** would consider this point in more detail before the next meeting. He reported that it was not possible for sustainability requirements listed in the BNDP to be more stringent than those required by the Building Regulations.

AM requested that a timetable be set for the completion of initial drafts of all sections and it was agreed that the deadline should be the end of June.

5. Drafting the policies and the plan.

It was agreed that the group who attended the meeting with David Potter (IB, NC, PM and DM + AMus if available) would start drafting these. NC suggested that it should be clearly stated (possibly under B. Summary of Process) what topics could not be covered by NDP policies and the role of community policies. This was essential to gain the understanding and therefore support of the village. An explanation of how the BNDP related to the Vale's Local Plan would also be needed.

6. AOB

AM reported that the focus groups would be meeting over the next 4-6 weeks either in the Vale Room or at her house. IB questioned how the Building Design principles could be approached. It was suggested that the two architects in the village who had volunteered to attend a focus group could be involved and possibly also those involved with writing the Village Design Statement in the Blewbury Parish Plan 2004 (see BNDP website).

RF again stressed the importance of involving the PC in the work of the steering committee as the BNDP would eventually be submitted in their name. They needed to be kept informed of the process and any points that might cause controversy. **DM** was asked to write to the PC Chairman requesting that 2 PC representatives should be asked to attend future meetings. It was also suggested that **DM** should request that members of our steering group attend a PC meeting in order to explain how the plan is progressing.

7. Date of next meeting

June 8th – 7.30 in the Melland Room