

Minutes of the SitV NP Steering Committee Meeting – Monday 11 August 2014
Held in the Rectory House at 7.00pm (at the kind invitation of Tom and Marina Hamilton – Baillie)

1.	Welcome – Colin Mitchell in the chair In attendance: RR/JG/SK/RP/SM/JW/PG/PL (PC) later and Anton Nath (ORCC)	ACTION
2.	Apologies: RG/HW/ CM/AF/DP/SB	
3.	Declarations of interest: none	
4.	Agree Minutes of Last Meeting : 28 July 2014 – agreed signed by Peter Gill	
5.	Matters arising not on the Agenda: 9. Thames Water had been contacted about maps to show contaminated sites, gas lines, water & foul water pipes, depth & width of water pipes plus other relevant information. It was agreed to pay the £240.00 + VAT to get this information. Need to try to get invoice payable to PC so that VAT can be reclaimed.	JG
6.	Survey Consultation Document: This has now been loaded onto the web site. In the September newsletter villagers will be informed that this can now be accessed.	RR/ PG/ CM
7.	Update following meeting with Vale Planning team HW & CMit met with VWHDC to emphasise the amount of work the NPSC had been doing and they felt they have been given fair hearing. <ul style="list-style-type: none"> • Help was asked for on Mapping/ Highways / Thames Water. • It was felt that little chance of no development at all, so we need to work on 290 / 200 + 90 • It was pointed out that the nursery in the middle of the land west of Stanford has a 7 year lease with 5 years still to run on it ,so housing may not be able to be done in the next 5 years. • The owners of the land for the possible 290 development (the strategic site) have put forward a request to VWHDC to see if they need to have an Environmental Impact Assessment done. • Some concern was expressed that the Vale had been told that 35 site assessments had been completed, whilst trying to emphasise all the work being done. It was not said if all suitable for development! 	
8.	Web Site: This has now been updated with relevant information and pictures. More pictures are needed and Margaret Grant to be contacted about this. Links are provided to various relevant documents to help people understand about the NP process, VWHDC, other NP, PC and Community web sites and nature and conservation sites.	CM/RR
9.	Roles and Responsibilities: <ul style="list-style-type: none"> • 104 people are on the requiring to be kept informed about the NP list, and together with extra volunteers these have been updated about the NP • The roles and responsibilities list needs to be updated and discussed at the next meeting. 	SM / JG
10.	Housing Needs Survey: Replies to questions by AN: <ul style="list-style-type: none"> • He explained that most of the NP's in Oxfordshire have used the ORCC Housing Needs Survey as part of their evidence collection for their NP. 3 of the larger towns had employed their own consultants to do this work for them. • This would survey the general housing needs of the existing population, not just the need for affordable housing, but other needs like downsizing. • If hand delivered and collected this would be reflected in the cost. • Could put the survey online but then difficulties to keep control over who had replied and how to stop people filling in multiple copies. Paper copies are better. • Collect in a sealed envelope, supplied by ORCC, which people could sign over the flap if concerned with confidentiality. • Need to make sure survey well advertised and to make it clear to villagers the need to have their replies, so that the future needs of all villagers can be accommodated. Newsletter, web sites and possibly boards at the entrances to 	

Minutes of the SitV NP Steering Committee Meeting – Monday 11 August 2014
Held in the Rectory House at 7.00pm (at the kind invitation of Tom and Marina Hamilton – Baillie)

	<p>the village.</p> <ul style="list-style-type: none"> • ORCC keep all the returns and just give a report to the NP. • AN to check the timing/availability of resources with Tom McC to undertake the Housing Needs Survey and for Tom to let us know. • Draft survey forms to be looked at by group, as previously agreed, and then hope to have survey out in September. 	RP/JG/SB AN / PG
11.	<p>Horsecroft Appeal:</p> <ul style="list-style-type: none"> • A 140 page document had been prepared and taken to the inspectors where the inspectors had explained the process. This consisted of a lot of appendices with supporting information taken from previous appeals. • It was explained how the document had to be completed by a short deadline and was signed off by the 2 chairs. As far as possible, any future documentation sent on behalf of the NP should be seen by the SC before being sent out. • There is a need for some of our documents, like the questionnaire, to be available electronically especially as they form part of our evidence. 	HW/PG RR
12.	<p>Development Options:</p> <ul style="list-style-type: none"> • VWHDC still being asked if 290 too high for a strategic site , would they allow 200 + 90 as an option. Still no response to this. • It was felt that the timescale to respond to the request to express the SC's views on how to differentiate between the three options that were highlighted for the Vale's proposed strategic site to the west of the A417 in Stanford in the Vale (290/ 200 + 90/ None)was too short and we will have to formalise this at a later date, after consulting the village. • Ronan Leydon (VWHDC) had suggested new options to think about which could be suggested at the next village consultation. • AN recommended that in our NP sites are put forward for development but without recommending any number of houses for each site. 	CMit
13.	<p>Next Steps and Project Plan:</p> <ul style="list-style-type: none"> • Project Plan to be updated for next meeting, incorporating the plan from RL • The structure of our draft NP is being looked at by CM but will need the completed site surveys to inform the Plan and provide the necessary evidence. • Site Assessments to be sent round to SC • The various issues resulting from the questionnaire need to be discussed by the SC and a range of options that could help alleviate the problems be arrived at. • Work is continuing on the Sustainability Framework, now needs some statistics to be added. 	AF CM / HW/ SB RR RG / RP
14.	<p>Next Public Consultation:</p> <ul style="list-style-type: none"> • Availability of the Village Hall was looked at and Friday 26th September – 2-8pm- and Saturday 27th September – 10 – 3pm agreed upon. The week before would be too early and the next available weekend for the Village Hall would be at the end of October. • At the consultation villagers to be offered options for the different issues which they would vote on. This would then inform the emerging NP and be a true reflection of the villagers views. 	
15.	<p>Accounts:</p> <ul style="list-style-type: none"> • The present balance is £3920.61 – 02.08.2014. • Expenses to come out - £1400 + ORCC for Housing Needs Survey/ £260 + for Thames Water/ £49 Community Land Trust. • Password still needed to access the Locality Grant information. 	CMit PG
16.	<p>Community Land Trust Update:</p> <ul style="list-style-type: none"> • CMit had applied for membership to the CLT which includes support and 	CMit

Minutes of the SitV NP Steering Committee Meeting – Monday 11 August 2014
Held in the Rectory House at 7.00pm (at the kind invitation of Tom and Marina Hamilton – Baillie)

	<p>handbook.</p> <ul style="list-style-type: none"> • Rose Seagrief to be nominated as our contact. 	
17.	<p>AOB and items for next agenda:</p> <ul style="list-style-type: none"> • Richard Webber from Drayton NP to be contacted at a later date. • There was concern that the Settlement Boundary maps that had been sent round and included in the Horsecroft Appeal did not include all the listed buildings in the village. Any Settlement Boundary should include all the listed buildings and the Conservation area. • The Settlement Boundary cannot really be defined until all things have been considered. 	JW
	<p>Next meeting dates:</p> <ul style="list-style-type: none"> • Tuesday 26th August in the Small Village Hall at 7.00pm – to focus on the Issues arising from last questionnaire and all the possible options that would help alleviate the issue. A list of issues to be sent prior to the meeting. • Monday 1st September in School at 7.00pm • Monday 8th / 15th September at 7.00pm – School • Thursday 18th September at 7.30pm – Meeting with School Governors in the school. All SC invited to attend. • Monday 22nd September at 7.00 pm – School <p>Friday 26th September 2.00 – 8.00pm and</p> <p>Saturday 27th September 10.00 – 3.00 pm</p> <p>Consultation Event in the Village Hall.</p>	RR / JW