

Minutes of the SitV NP Steering Committee Meeting – Monday 1<sup>st</sup> September 2014  
Held in Stanford School at 7.00pm

1.	<p><b>Welcome</b> – Colin Mitchell in the chair  <b>In attendance:</b> PG/JW/SM/JG/HW/SB/RG – Robert Sharp (District Councillor)</p>	ACTION
	<b>Apologies:</b> SK/RR/RP	
2.	<b>Declarations of interest:</b> none	
3.	<b>Agree Minutes of Last Meeting</b> : 11 August 2014 – agreed and signed by Colin Mitchell	
4.	<p><b>Matters arising not on the Agenda:</b></p> <ul style="list-style-type: none"> <li>The meeting on 26<sup>th</sup> August was a brainstorming meeting about how to solve the various village issues that had been raised in the questionnaire. The results have been sent round to all the steering group.</li> </ul>	
5.	<p><b>Housing Needs Survey</b></p> <ul style="list-style-type: none"> <li>The Hook Norton survey had now been looked at and amended by RP and JG. The Cropredy one had not been suitable as it was geared to Rural Exception sites.</li> <li>Delivery volunteers to be asked to deliver and collect the envelopes containing the surveys.</li> <li>Printing costs may increase as the previous quote was from the last financial year. Need to keep to 8 pages to keep costs down.</li> <li>The 'keep informed' group to be e mailed to confirm when the Housing Needs Survey will be delivered.</li> <li>PG to communicate with ORCC to get survey out by the beginning of October</li> </ul>	<p>RP/ JG</p> <p>SM</p> <p>PG</p>
6.	<p><b>Site Assessments Update</b></p> <ul style="list-style-type: none"> <li>Photographic evidence has been collected for the 35 sites that have been looked at – these are the ones mainly under threat.</li> <li>The site assessments from Horsecroft to be sent around</li> <li>The strategic site in west Stanford to have assessments for 290 houses and 200 + 90 elsewhere.</li> <li>Peter Lewis to be asked to check the standards of each assessment to make sure no bias information.</li> </ul>	<p>HW/SB/JG</p> <p>PL</p>
7.	<p><b>Working Group Updates</b> - to be looked at next meeting.  Summaries from the working groups will be needed for the village consultation at the end of September</p>	All working groups
8.	<p><b>Roles and Responsibilities update</b></p> <ul style="list-style-type: none"> <li>The roles and responsibilities list needs to be updated and discussed at the next meeting.</li> <li>Discussed how confidential issues handled with volunteer helpers. It was suggested that any Housing Needs Surveys not already in envelopes when picked up should be put in the envelopes and the recipient to sign on the sealed part of the envelope</li> </ul>	SM / JG
9.	<p><b>SITV Settlement Boundary</b></p> <p>There was discussion about where the settlement boundary should be. There was concern that some of the listed buildings in the village were not included in the present suggestion.</p> <ul style="list-style-type: none"> <li>Development will have to be sustainable</li> <li>DWH had already ignored the boundary settlement and set a precedent</li> <li>Concern that if boundary not tight to the existing built environment some open land would be open to possible development</li> </ul> <p>It was suggested that at the forthcoming consultation villagers be given maps showing the 2 possible options for the settlement boundary – the present suggestion and the alternative that would include more listed buildings. There would need to be some explanations given for the 2 ideas.</p>	
10.	<p><b>Project Plan</b></p> <ul style="list-style-type: none"> <li>This needs to be updated and to incorporate the suggestions previously sent by</li> </ul>	

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	<p>Ronan Leydon from VWHDC.</p> <ul style="list-style-type: none"> <li>• It is needed by VWHDC so that we can get the funding from them.</li> <li>• AF to be contacted about this</li> </ul>	CMit
11.	<p><b>September Public Consultation – Friday September 26<sup>th</sup> 2-8pm and Saturday September 27<sup>th</sup> 10 -3 pm in the Village Hall.</b></p> <p>This is to bring the village up to date with how the Neighbourhood Plan is proceeding and to ask their opinion on various options presented to them.</p> <p>Ideas for displays:</p> <ul style="list-style-type: none"> <li>• <b>Housing Needs Survey</b> – Have some blank ones that can be discussed with people. Ask ORCC if they have a DVD with information about the survey. Stress the importance that people fill in the survey so that we can get the appropriate information about the sort of new housing needed in the village.</li> <li>• <b>Information about the various village issues</b> that have come from the previous questionnaire. Give some of our options of how to resolve the issues and consult on the preferred options, leaving room for new possible options.</li> <li>• <b>Settlement Boundary Information</b> – Show maps about the 2 options/ have blank maps and ask villagers where they would put boundary.</li> <li>• <b>Up dates from the Working Parties</b></li> <li>• <b>Up date on the progress of the Neighbourhood Plan</b></li> <li>• <b>Options for Strategic Site – 290 / 200 + 90 elsewhere</b> – ask for opinions</li> <li>• <b>Community Land Trust Display</b> – to give information about the Community Land Trust and what this could mean for Stanford in the Vale.</li> <li>• <b>Sustainability Appraisal</b></li> </ul> <p><b>This event is all about keeping villagers informed and enthusiastic about the neighbourhood plan. Asking for their ideas and opinions so getting support for the plan.</b></p>	<p>Working Parties</p> <p>RG/RP</p>
12.	<p><b>Finance Update</b></p> <p><b>As of July 14<sup>th</sup> – £3920.61 in account.</b></p> <ul style="list-style-type: none"> <li>• Expenses to come out - £1400 + ORCC for Housing Needs Survey/ £260 + for Thames Water/ £49 Community Land Trust/ MyPA for work on Horsecroft Appeal documentation.</li> </ul>	CMit
13.	<p><b>AOB and items for next agenda:</b></p> <ul style="list-style-type: none"> <li>• There was discussion about the planning application put in by Kemp and Kemp that the VWHDC adopt a screening option as the requirement for an Environmental Impact Assessment (EIA) for the development of the land in West Stanford in the Vale for up to 290 dwellings, the strategic site recommended by VWHDC in the draft Local Plan.</li> <li>• It was suggested that a meeting be arranged between Kemp &amp; Kemp (Land Agents for the landlords) Neighbourhood Planning Group and the Parish Council.</li> </ul>	
	<p>Next meeting dates:</p> <ul style="list-style-type: none"> <li>• <b>15<sup>th</sup> September</b> at 7.00pm – School</li> <li>• <b>Thursday 18<sup>th</sup> September</b> at 7.30pm – Meeting with School Governors in the school. All SC invited to attend.</li> <li>• <b>Monday 22<sup>nd</sup> September</b> at 7.00 pm – School</li> <li>• <b>Friday 26<sup>th</sup> September 2.00 – 8.00pm and Saturday 27<sup>th</sup> September 10.00 – 3.00 pm Consultation Event in the Village Hall.</b></li> </ul>	