

Watlington Neighbourhood Plan Forum

Coordination Group: meeting held on Thursday 5th May 2016 at 7.30p.m.

Present: Pepita Bianchi, Gill Bindoff (Facilitator), Pauline Harvey, Norman Perry, Peter Richardson.

1. Apologies for absence: Rebecca Broadbent, David Cotterell, Keith Jackson, Tony Powell, Rob Smith.
2. Declaration of Interest: none.
3. Minutes of the meeting held on 18.04.16. These were agreed to be a correct record.
4. Notes of the small working group meeting held on 13.04.16. these were noted.
5. NP Steering Committee: feedback:
 - (i) Draft minutes of the extra meeting of the Committee on 25.04.16 were noted. David Cotterell had given a presentation of the work undertaken by the NPF Traffic Group which had been very well received. David will be asked to show the presentation to the CG as well so that members who are not members of the Traffic Group can see it.
 - (ii) Meetings with developers were discussed. It was noted that the NP Project Plan makes provision for meetings with developers in May. Detailed proposals for these meetings will be discussed at the meeting of the SC on 09.05.16. Tony Williamson proposed a specific meeting with Providence Land but this was not supported by the Committee. TW had subsequently made his proposal the subject of a formal Motion to the parish council to be considered at the Full Council meeting on 10.05.16. Members of the CG were very concerned that the Motion implies prejudice in favour of one developer over others and compromises the impartiality which the NPF has been scrupulous in observing. GB was asked to make this clear to the SC on 09.05.16 and, if necessary, to the parish council on 10.05.16.
6. Meetings with developers:

It was agreed that the CG will put proposals forward for consideration by the Steering Committee.

 - (i) The optimum arrangement would be to invite developers/agents in two groups. One to include representatives of sites 9, 10, 11 and 12 (which would also include sites 8, 40, 41 and 42). The second group to include representatives of all other sites which are known to be available.
 - (ii) A suitable format for the meetings would be to begin with a plenary session for the panel to present the aims and objectives of the Neighbourhood Plan and to take questions on this.

This would be followed by an opportunity for each representative to have 15 minutes alone with the panel to present their proposals for their individual sites.
 - (iii) The purpose of the meetings must be made clear to all: they are for an exchange of information only - no preferences will be expressed and no decisions taken.
 - (iv) An audio record of the meetings should be made.
 - (v) A good balance on the Panel would be two members of the WPC NP Steering Committee, two members of the NPFCG, Rachel Gill and Peter Richardson.

(vi) Suitable dates for the meetings would be 25th and 26th May. Ideally the meetings would be held during the day.

7. Short Term Strategy Paper:

The Paper is intended to identify aspects of development which would have harmful, rather than beneficial or neutral impacts. The draft paper has gradually evolved into a set of ten statements under the title "What Watlington Wants'. These were discussed and amended and a risk assessment of each aspect was made. This draft will be circulated for comment to the CG and Steering Committee for consideration at a future meeting.

8. Site selection process:

Copies of the updated sites spreadsheet were circulated. Evidence on sites is almost complete. Housing and traffic criteria will be overlaid at a later date. Sites have been ordered in three groups according to information about availability - (i) available, (ii) not available, (iii) unknown. All sites are being assessed against the agreed criteria.

9. Housing Survey:

A meeting of Forum members had been held on 04.05.16 to discuss the findings of the survey. This had been a positive, working meeting. Notes will be circulated shortly.

10. Car Park Survey:

Detailed findings of the manual survey had been circulated. The data from the ANPR survey will be available shortly.

11. Economic sustainability:

Meetings are being held with members of the local business community. These will provide good evidence to support proposals in the NP.

12. Preparations are in hand for the Annual Parish Meeting which will include an item on the NP. A draft of an information leaflet was discussed and amendments suggested. It is hoped that the leaflet can be printed and circulated house to house in the next few days in order to give residents good notice of the meeting. Dates have been set for the planned NP Roadshows to be held in June.

13. It was agreed that the next meeting will be held on Monday 16th May at 7.30p.m.