

## **North Hinksey Parish Neighbourhood Plan**

### **Minutes from Steering Group meeting on 22<sup>nd</sup> September 2016**

#### **Present:**

Voting members:

Andrew Pritchard (Steering Group Chair, NHPC, and WG3 Chair)  
David Kay (Steering Group Secretary, NHPC and WG4 member)  
Philip Stevens (Steering Group Treasurer, ex-SODC planner & WG1 member)  
David Wyatt (Steering Group member, WG10 Chair)

Non-voting members:

Voirrey Carr (WG6 member)  
Liz Harrison (WG4 member)  
Ruth Mayne (WG5 member)  
Grant Nightingale (WG2 Dep. Chair)  
Emily Smith (WG4 member)  
Charles Stone (WG4 Dep. Chair)  
Barbara Witkowski (WG6 Dep. Chair)  
Tony Wood (WG2 Chair)

Ronan Leydon (VOWHDC Planning Officer)  
Will Sparling (Vale Planning Officer)

#### **Conflicts of Interest:**

No conflicts of interest were declared.

The meeting was arranged for Will Sparling and Ronan Leydon to provide advice on going forward to produce a draft Plan. We had made some good progress, but the policies and supporting evidence and documentation now needed to be put together in a suitable uniform format. WS had recommended that we read the Tattenhall Neighbourhood Plan (<http://tattenhallpc.co.uk/wp-content/uploads/2013/07/Tattenhall-Neighbourhood-Plan.pdf>). In line with this we were recommended that for each chapter or topic corresponding to a Working Group there should be three main divisions. Each would have Community Actions, Policies and supporting text. The policies would be brought together with the evidence.

#### **(1) Documents to be submitted alongside the Neighbourhood Plan:**

The following documents need to be submitted along with the Neighbourhood Plan:

- Basic Condition Statement
- Consultation Statement
- Environmental Report

The Basic Conditions would start from the NPPF's requirement and guidance for *sustainable development*, then conformity with the Local Plan, any national guidance (including NPPF and statements from the Secretary of State and compatibility with EU human rights. Some issues were being dealt with by case law, and RL & WS would be able to help with this, and with any Ministerial Statements that had relevance.

Documentation to provide evidence of community engagement is very important, including how we approached it, and we should look online for examples. We should carefully note to whom we have spoken, what they said, and how we responded. DK has records of community engagement to date in addition to notes held by Working Groups.

## **(2)Notes on housing:**

On the issue of Housing, it had been established that an extra 2200 dwellings had to be provided in the Vale as part of Oxford City's unmet need, on top of the Vale's own need. 550 of these were allocated to Botley (*note* Botley, *not* North Hinksey, so some could be in Cumnor Parish). This would be approved by the Growth Board next Monday (26 Sep). How and where these would be provided would be specified in the Vale's Local Plan Part 2.

Regarding evidence, justification and policies it would make sense to develop some of these according to the types of house. Information on needs and provision should be available in the Local Plan Part 2. AP suggested that local estate agents might be able to provide useful information.

## **(3)Notes on Green Spaces:**

The NPPF has criteria for maintaining green spaces – there was an accepted methodology to be followed and WS would provide guidance. The evidence base should include the Vale's Local Plan Part 1, which allocated 95% of the housing; only the remaining 5% would be in Part 2.

## **(4)Next steps:**

**D. Kay to circulate a template based on the Tattenhall Neighbourhood Plan example and Working Groups to populate the various sub-headings (e.g. justification and evidence, community feedback, policies etc.) with their own data and return the completed form by 16<sup>th</sup> October.**

Need to review the following during the above process and in our next meeting:

- Any gaps in the form
- What we are trying to achieve vs evidence base to date and missing evidence (NB the Vale may be able to provide some of the missing evidence but we should also review the evidence base for the Vale's Local Plan – see <http://www.whitehorsedc.gov.uk/services-and-advice/planning-and-building/planning-policy/new-local-plan-2031/evidence-base> )
- Repeating elements of Local or National Policy with no additional detail on a parish level – these elements should be removed.

**(5)Date of next meeting:**

Next meeting for all volunteers 7.30pm on 2<sup>nd</sup> November in Seacourt Hall.