

<b>Wheatley Neighbourhood Plan (Wheatley NP/WNP) Committee</b>	
<b>Meeting number:</b>	8
<b>Date</b>	Wednesday 8 <sup>th</sup> June 2016
<b>Venue/Time</b>	7.30 p.m. Wheatley Park School 6th Form Centre
<b>Present</b>	Rebecca Beadman Charlotte Colver Mark Davies John Fox Ellie Freeman - 8pm Roy Gordon Chris Hallsworth Kevin Heritage Richard Farrow David Harverson Andrew Johnson Rachel Newman Cyril Newton Simon Shew Lucy Thomas Michael Vaughton
<b>Apologies</b>	Tim Blightman Doug Lamont David Mancey Toby Newman Audrey Parsons Paul Willmott

<b>Item</b>	<b>Description</b>	<b>Action</b>	
		<b>Who</b>	<b>Date b y</b>
<b>1</b>	<b>Apologies</b>		
1.1	As noted above. Acknowledgement of Paul Willmott's resignation and JF commented how well trusted Paul is and was a good hard working member of this committee.		
	Welcome to Charlotte Colver		
	<b>Minutes of meeting on 17 May 2016 – all agreed</b>		
1.2	Matters arising - Budget ref housing and land registry		

2	SODC		
3.1	<p>Travelling consultation road show on Saturday 16<sup>th</sup> July at the Merrybells – 3 or 4 SODC officers available to answer questions, will have displays boards ref SODC local plan 2032 to be finalised and published in November 2016 and housing allocation will be publicised in this plan. Road show hopes to achieve more engagement from local community. Consultation road show will be advertised on SODC website and a leaflet is being produced but CC unsure where exactly being delivered but WPC will have copies. JF asked CC is SODC had responsibility to notify WNP of this but CC response was the WNP should liaise with WPC as they get notified.</p>		
3.2	<p>CC to confirm if WNP can have a display board at this road show.</p>	CC	
3.3	<p>CC said she could find out number of allocation before and JF requested CC to find out the number for Wheatley's housing allocation and let the WNP know this figure.</p>	CC	
3.4	<p>AJ asked CC to explain the difference between local plan and neighbourhood plan – confirmed neighbourhood plan allows a village/town to have their say on where and how many potential houses go. CC went on to explain SODC and OCC have a "growth board" and this board discuss how housing is divided up. CC confirmed Wheatley is considered a conservation area and SODC is continuing to protect the greenbelt.</p>	CC	
3.5	<p>CC confirmed that the public are able to comment on the local plan inline after 27 June via portal on SODC website.</p>		
3.6	<p>CC commented on CFO that she felt too soon to engage with them, hence why CFO not in attendance this evening. CC confirmed SODC may be able to help and save costs of CFO. However confirmed WNP need to plan their own objectives and then turned into policies and SODC can advise/help WNP on this. CC advised not to hand over completely to CFO – WNP need to keep control. CC advised SODC can assist with "wording" for drafting policies. There is a development management group and CC has requested that WNP be put forward to have a dedicated person to work with WNP to help produce the policies. CC to advise who this will be.</p> <p>WNP "storyboard" to be given to SODC to make into a technical document. CC advised WNP should have a development manager to take this forward and work with the SODC development management group.</p>	CC	
3.7	<p>CC confirmed looking a vulnerable sites and possible survey's may be required, Wheatley could be one of these sites like Chinnor and may qualify for SCA. CH and JF to go over SCA survey with CC.</p> <p>Note: CC commented that SODC having "teething problems" with CFO and some having SCA report but actually may not be needed</p>	JF/ CH/ CC	
3.8	<p>2 July the Merrybells is available and JF has booked (10.30am – 4pm) to hold another WNP event. good choice of date as after SODC local plan is available for comment and before their road show. This event could be used to show the "storyboard". CC cannot attend this date but will send someone else.</p>		

<b>3</b>	<b>Team reports</b>		
3.1	Housing – team met on 7 <sup>th</sup> June to look at possible sites (map – not to be circulated ) and now need to find out who owns land and will do this via land registry (hence additional cost for the budget). Confirmed only potential sites and asked WNP to notify housing team of any potential sites that may think of. SHCLA – 17 sites and others added on the map. DH had concern as Howe Trust land been marked on the map, but confirmed only identified as land in Wheatley, as need to include to then take out but to show land has been considered. Also Westfield belonging to Shotover was mentioned. CN observed need for identification of colour coding on map.		
3.2	Community and business – liaison with primary school ref footpaths and confirmation of primary school will be sending the questionnaire to parents – note need to have a return date ideally 17 July before schools break for the summer. This now back with Footpaths group to make the document final and Ellie will keep a check on this.	EF	
3.3	Infrastructure – DL reluctant to lead, but to be brought up at next meeting.		
<b>4</b>	<b>Restructuring of teams</b>		
4.1	RG's slides – explained and circulated to committee members together with list of members in each revised group and detailing frequency of meetings.		
4.2	AJ asked RG how project Management team would work, ie they write it and others teams pass information to be included so format is consistent or have a template with headings and each team writes their bit. To be decided.	RG	
4.3	Traffic - issues in all plans – CC confirmed SODC cannot provide policies for traffic but site selection brings traffic into the plan and therefore could create a policy around this and ask Housing Developer to do a survey for their proposed land. Difficult to know where footpaths, crossings, lighting etc should be until actual access road is in place. Design Access Statement is produced but is not part of the developer s plan.		
4.4	JF requested approval from WNP of new structure – all members agreed and approved		
<b>5</b>	<b>AOB</b>		
5.1	Neil at the Post office asked if WNP would write a letter of support for the Post office to be relocated to the Barclays bank site. CC confirmed not part of plan but agreed no harm in WNP writing a letter in support. JF to do this.	JF	
5.2	Mini lite questionnaires – 620 delivered and want to get to 800, more can be given out at the Queen's birthday celebrations on Sunday 12 <sup>th</sup> June. WNP will have stall at the celebration outside the WPC/Merrybells. Noted need instruction on how to return. DH confirmed happy to help analysing the information.		
5.3	RG fed back ref School meeting and highlight on housing for key workers, Brookes again mentioned but an unknown factor and general discussion and talk of capacity.		
5.4	MD advised of website hits, Twitter and FaceBook and requested for all WNP members to keep liking but also keep sharing as get more hits that way.		

5.5	Dropbox – CH advised some groups using and some not. Will look at new structure and amend dropbox for this. Please start using it.		
5.6	SS asking "owns" housing needs survey and could this be something CFO helps with. CC, CH and others to meet about what to use CO for.	CC/ CH	
	Next meeting: <b>Tuesday 5<sup>th</sup> July</b> at 7.30pm at Wheatley Park, 6 <sup>th</sup> Form centre in a classroom		

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