

Wheatley Neighbourhood Plan (Wheatley NP/WNP) Committee	
Meeting number:	21
Date	27 March 2018
Venue/Time	7.30 p.m. Chapel Hall
Present	Audrey Parsons Andrew Johnson David Mancey John Fox Lucy Thomas Michael Vaughton Rachel Newman Rebecca Beadman Roy Gordon Simon Shew
Apologies	Chris Hallsworth David Harverson Ellie Freeman Kevin Heritage Mark Davies Roger Farrow Toby Newman

Item	Description	Action	
		Who	Date by
1	Apologies – as noted above		
2	See RGs slides for additional details and agenda:		
3	Minutes for February - agreed		
4	Overall summary of points		
4.1	OCC meeting and March report to WPC went well. OCC suggest an “infrastructure committee”.		
4.2	OCC acknowledgement only regarding ref to discrepancy in banning heavy goods vehicles.		
	Tree report survey - valuable		
	Old London Road air quality control is now higher up the agenda – should expect reply in eight days time.		
	WNP is a “safeguard” for the village, but must make sure it details appropriate sites that are needed in the village. This has been emphasise this to SODC (Ricardo), ie Littleworth is a key site for improvement.		
5	SODC meetings – JF/RG/SS attended – Draft WNP document		
	Draft WNP document requires some changes:		
	<ul style="list-style-type: none"> • Format and style • Site selection – spreadsheet format = 6 sites chosen • Enlarge some aspects and match selection process • Must relate to vision statement 		

	<ul style="list-style-type: none"> No use of numbering on spreadsheet, use of colour; Red, orange and Green Spreadsheet allows more room for comments Note: can say which are most important criteria and use colour to denote this OBU site is a local plan issue not a WNP site selection. WNP can make policies for OBU site SEA is not yet final Some criteria is subjective – MV and SS work on spreadsheet to colour code it 	MV/SS	
6	Site selection spreadsheet to be circulated to WNP members by 6.4.2018 for comment return to RG by 9.4.2018 as meeting SODC 10.4.2018	RG/All	
	Detail why sites chosen / rejected.		
7	Timeline – RG went through timeline – see slide		
	Discussed at length when public consultation should be ie post submission or pre submission for examination. Confirmed should be pre submission in say June, to allow any comments to be reviewed and included. Then a reminder post submission before Referendum – to remind people and get them on board ready for voting. WNP really need to drive this forward.		
	Landowners were obviously contacted during the selection process. Those landowners whose land has not been chosen, and who attend consultation, can be advised of the reasons behind the selections made.		
	Finished and final version of WNP document potentially by 5 November 2018!		
8	SEA		
	SEA have the latest draft version and have responded and WNP responded with comments and now awaiting a face-to-face meeting.		
9	Environmental report (ER) – waiting for AE.com to do this report.		
10	Basic conditions statement – had to wait for SEA, which became too late for deadline and therefore had to start again after 5.4.2018 to enable us to gets the funds and will be done in parallel to ER.		
11	“Wheatley character” – now changed to an appendix, which means it, can be included in the WNP document.		
12	Consultation statement – JF is doing this but again had to wait for SEA.		
	Evidence – JF asked if we think we have to print everything or refer to website and back up. RG checked East Hagborne and they have a mix of both website and hard copies.		
13	Viability statement – SODC to clarify if this is needed or not.		
14	Exec summary – an A4 1 page leaflet only for the village consultation. AR will have draft in say 3 weeks.	AR	
15	Monitoring of the WNP – note section in WNP document says WNP hand over to WPC and WNP recommend WPC do a 12-month review after adoption. Then in 5 years WPC, in consultation with HPC, lead a review of document and any changes required go to public consultation. If more than 50% want changes then it is put through. Then 2 years prior to expiry date of Plan WPC review again in consultation with HPC.		
	WPC maintain the website and link to WPC website.		
	Note: JF confirmed HPC has always shared information and documents with them.		
	HPC invited to all consultations.		
	WPC to liaise with HPC after WNP finished.		
	AOB		
	The 50 new homes on London Road will not have been involved in WNP process – must remember to include for village consultation.		
	Improvements to website – not user friendly. Need contents and instruction to direct to people to sections. Evidence base section needed. AP and MD to look at this. RG to find out if AE.com / SODC have any tech support to help with website.	AP/MD RG	

	Confidential register – JF/RG to pull together a register of confidential issues which can be given to the examiner and they have to counter sign this document.	JF/RG	
	If the WNP members know of any issues to let JF know who will add to the register.		
	Next meeting: []		