



## Wallingford Neighbourhood Plan Steering Group

### Minutes

Tuesday 5<sup>th</sup> September, 10.30am Wallingford Town Council Offices

#### Attendees:

Rachel Rae – Project Manager WTC

Cllr Maureen Norton

Cllr Rob McGregor

Cllr Amanda Holland

*The meeting started at 10.30am*

#### 1. Welcome

1.1. Cllr Adrian Lloyd sent his apologies.

#### 2. Minutes from last meeting

2.1. The minutes from 10<sup>th</sup> August were approved.

#### 3. Progress Update

##### 3.1. SODC

Cllr Maureen Norton and the Project Manager met with Ricardo from SODC. It was a very positive meeting and he is more than happy to offer the WNP support and guidance throughout the rest of the process. The Project Manager will contact Locality to see what support they can offer.

RR

It was agreed that the next stage of the WNP would be to hold four policy writing workshops for the working groups on the following dates:

- 10<sup>th</sup> October
- 17<sup>th</sup> October
- 24<sup>th</sup> October
- 31<sup>st</sup> October

A signup sheet will be available at the meeting on 12<sup>th</sup> September so any working group member can sign up for any policy working group. This will allow the much-needed cross over between the working groups.

### **3.2. Consultants**

The contract with Nexus has now ended and the WNP is looking for alternative ways to support the WNP, with Full Council approval.

*Cllr Holland joined the meeting at 11am.*

### **4. Meeting 12<sup>th</sup> September**

The agenda for 12<sup>th</sup> September was agreed. The Project Manager will circulate the agenda with a reminder to all the working group members.

RR

### **5. Site assessment validation**

The Project Manager will check with Ricardo regarding the process for the site assessment validation process. The proposed date for the meeting is 26<sup>th</sup> October at 7pm.

### **6. Timescale / Budget**

The Project Manager will check with the Responsible Finance Officer (RFO) regarding the budget for the WNP.

RR

The Project Manager will also update the timescale and circulate the document.

RR

### **7. Communication / Correspondence**

Benson NP have written to the Project Manager. The Project Manager will respond and invite them to a future Steering Group meeting.

RR

Received an email from SODC regarding a consultation on Gaps, Gates and Stiles. The Project Manager will forward the email to one of the working group members.

RR

Received an email from SODC regarding a consultation on the revised draft section 106 and CIL regulations. The Project Manager will forward the email to Cllr Lloyd to see if he can respond.

**RR**

#### **8. AOB**

Cllr Maureen Norton reported that SODC presented the forthcoming Wallingford Conservation Area Appraisal to the Full Council meeting at 4<sup>th</sup> September.

**RR**

#### **9. Future meetings**

- Tuesday 19<sup>th</sup> September at 10.30am
- Tuesday 3<sup>rd</sup> October at 10.30am
- Tuesday 24<sup>th</sup> October at 10.30am

#### **10. AOB**

*The meeting finished at 11.30am.*