



Wallingford Neighbourhood Plan Steering Group

Minutes

Tuesday 28th November 2017, 10.30am Wallingford Town Council Offices

Attendees:

Rachel Rae – Project Manager WTC

Cllr Adrian Lloyd

Cllr Rob McGregor

Cllr Maureen Norton

Cllr Amanda Holland

Paula Lopez – Town Clerk

Jon Wheatcroft

Val Mowlam

Alison Blyth

Jane Randle

The meeting started at 10.35am.

1. Welcome

1.1. Cllr Ruth Baroni, Opinder Lidar and Wendy Tobitt sent their apologies.

2. Minutes from last meeting – 24th October 2017 and 14th November

2.1. The minutes from the 14th November were approved. The Project Manager will circulate the minutes from 24th October via email for approval.

RR

2.2. The Project Manager circulated the amended Steering Group terms of reference. The new terms were approved.

Cllr Adrian Lloyd arrived at 10.40am

3. Draft policies – update

3.1. The Project Manager talked the members through the new structure for the polices and the plan as a whole. The Project Manager will circulate all of the

documents before Friday.

4. Promotional statements – Wallingford Town Council's commitment

4.1. It was suggested that the promotional statements section needs to make reference to stakeholders in the town and how the Town Council will work in partnership with them to deliver the actions in the promotional statements.

4.2. The Steering Group discussed the importance of the promotional statements in the plan. The Council needs to be aware of what is being discussed and proposed in the statements. Cllr Norton will update councillors at the forthcoming Full Council meeting on 11th December.

MN

5. Evidence gathering

5.1. Survey - Cllr Norton reported that she wasn't happy with the survey that has been circulated as part of the evidence gathering for the WNP. Alison Blyth reported that the survey had now be taken off line but had received 43 responses in the time it was live. Cllr Norton went on to say that she felt the survey did not represent the WNP and that all future surveys should be discussed and ratified at Steering Group meetings.

5.2. Val Mowlam has been working on the health section of the WNP and recently met with the Wallingford Medical Practice Manager. Having reviewed the feedback from about the health policies from SODC and having reviewed the emerging local plan, Val suggested the WNP focuses on a statement about enhancing health and wellbeing, from a public health point of view.

5.3. The Project Manager will populate the evidence list and circulate once members have shared any more evidence sources.

6. Site assessment and strategic housing allocation – advice from SODC

6.1. The Project Manager updated the Steering Group about a phone call with SODC regarding the site assessment process now that site E has been granted outline planning permission for 502 dwellings. The Steering Group agreed to finish the process and discussed the possibility of doing a zonal policy for employment.

6.2. The SODC emerging local plan requires at least 3.10 hectares of employment land to be delivered through the WNP. The Steering Group would like to understand from SODC, where they thought this allocation would go. The Project Manager will make an enquiry with SODC.

RR

6.3. Jane Randle suggested the Steering Group write to SODC for an explanation regarding the site E permission and how the WNP is not able to select a site. Val Mowlam agreed, concluding that it could make people lose faith in the system. Cllr Maureen Norton agreed to write to SODC.

MN

7. Timescale

7.1. The previous timescale has slipped. The end of January was agreed as the new deadline for the draft policy work.

7.2. The Project Manager raised the issue that we actually need a skilled policy writer to write the plan and for someone to create visuals such as maps. Cllr Maureen Norton will make some enquires.

MN

8. Communication / Correspondence

8.1. The Project Manager received draft feedback of the Wallingford conservation appraisal, from Alison Blyth. The Project Manager thanked Alison for her contribution. Cllr Lloyd will review the feedback and comment on the appraisal

on behalf of Wallingford Town Council.

9. AOB

9.1. Cllr Lloyd raised assets of community value and asked that the idea is considered when discussing the leisure and community policies. Members were encouraged to think about what assets could be nominated.

ALL

9.2. The Project Manager thanked all of the new Steering Group members for their hard work and continued support. Special thanks were given to Jane Randle who meets regularly with the Project Manager to help progress the policy work.

9.3. Jon Wheatcroft asked if the Working Groups have now disbanded. It was agreed that although the numbers have decreased the groups still exist and will continue to exist.

9.4. It was agreed that the next meeting (5th December at 6.30pm) would be a workshop style meeting at which the group could discuss the policies for the town centre and retail.

The meeting finished at 11.45am

Future meeting dates:

Tuesday 5th December at 6.30pm - Val Mowlam sent her apologies.