

**Little Milton Neighbourhood Plan Steering Group**  
**Minutes of meeting held on 26th July 2017 at 27 Chiltern View**

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**Attendees**

Barry Coward (Parish Councillor) - Chairman

Raymond Fergusson (Parish Clerk)

Kate Daunt (Councillor)

**1. Apologies**

The Chairman informed the meeting that apologies had been received from Elizabeth Swabey-Collison, Bertie Bright and Ian Dennis.

**2. Minutes of last meeting**

The minutes of the meeting held on 13th July 2017 were accepted as true record of the meeting

**3. Community First Oxfordshire/Locality Funding**

Raymond enquired about the timing of drawdown for the balance of the grant from Locality. The Chairman estimated it would be required in early 2018.

**4. SODC Emerging Local Plan**

The Chairman gave a report on the meeting held on 10<sup>th</sup> July 2017 with representatives of HCA, Carter Jonas, AECOM and Newgate. The Chairman stated that he had reiterated the concerns of the Parish Council in respect of traffic and flooding. In particular he had highlighted the importance of recognising the Rofford Lane/Haseley Road, the nature of the A329 and its unsuitability for HGV's and the wider Strategic road developments of the Oxford-Cambridge Expressway and a third crossing over the River Thames at Clifton Hampden. The Chairman stated that he had also highlighted the increased flood risk of any additional flow into the Haseley Brook. Barry outlined the current status of the Neighbourhood Development Plan and its likely timetable.

The HCA indicated that further meetings would take place after they had spoken with other Parishes. The meeting was essentially an opportunity for the newly structured team that would take forward the Chalgrove Airfield project to engage with the local Parishes.

**5. Impact of Strategic Development Proposals on NDP**

The meeting with OCC is reported under item 6.

**6. Feedback from meeting with OCC 18 July 2017**

The Chairman reported that the meeting with OCC Infrastructure Planners and Ricardo Rios on Tuesday 18 July reinforced the large number of unknowns in respect to the known planned road developments. However a key point that was that any safeguarding of a bypass route had to be backed up by evidence. The Chairman concluded that having reviewed our Background Evidence Study Part 8 Roads and Transport we did not have enough evidence to support safeguarding a specific bypass route and had re-drafted parts of the plan.

## 7. Appendices and Evidence Base

Appendices		
8	Roads	Update if required after 18 July OCC meeting plus OxIS input

This has now been updated to reflect the feedback from the meeting with OCC on 18<sup>th</sup> July 2017.

## 8. Plan Documentation – Progress

The Plan		Progress on Working Draft – see Plan Drafting Schedule below
Consultation Statement	CFO	First and second round of consultations plus Fete event documented.
Basic Conditions Statement	CFO	Not yet

The Chairman shared the Plan Production Schedule and its timings with the Steering Group. The Steering Group spent some time exploring a number of sites against the current draft policies to understand the factors that would be under consideration if a planning application came forward. The Chairman highlighted the importance of his meeting on 27 July with Fiona Mullins and Andrea Pellegram from CFO. Andrea is CFO's new planning adviser, who has been both a planning officer and a planning inspector in her time.

### Plan Production Schedule

Third Draft	Scenario testing	26 July meeting
	Associate members to read & comment	Complete by 1 Aug
	CFO Policy Advisor to read and comment	Meeting 27 July
Fourth Draft	Incorporate feedback from Third draft	Early August
	If required, update Roads section following 18 July meeting with OCC Infrastructure Planners	Early August
	Steering Group endorsement	Meeting of 10 August
	Forward to Ricardo Rios and CFO	By mid -August
	Meet with Ricardo Rios	Fixed for 25 September
	Steering Group to review comments from Ricardo Rios	Steering Group meeting on 25 <sup>th</sup> September
Consultation Draft	Incorporate feedback from Third Draft	Late September
	Steering Group endorsement	Steering Group meeting on 12 October
	Submit for Regulation 14 Consultation	Mid-Late October

## 9. Outstanding Actions

Update Roads section	Following 18 July meeting	This has now been updated following the meeting as highlighted in 6. below
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## 10. Regulation 14 Consultation Event & Publicity

The Steering Group reviewed the outline timing of the Regulation 14 Consultation prepared by the Chairman. The six week consultation is planned to begin on 30<sup>th</sup> October and end on 11<sup>th</sup>

December. The consultees include statutory consultees, local landowners outside the parish and adjacent parish councils. There will also be consultation with the village including an event in the Village Hall on 3-4 November. The Chairman stressed the importance of this part of the process as it is critical that the Inspector can be assured that the consultation on the proposed Neighbourhood Development Plan has been properly done.

**11. Any other business**

There was no other business.

**12. Schedule of meetings**

The next meetings are scheduled on 10th August, 27th September and 12th October

**13. Date of next Meeting**

The next meeting will be held on Thursday **10<sup>th</sup> August 2017 at 27 Chiltern View** at 7.30 p.m.