

**Little Milton Neighbourhood Plan Steering Group**  
**Minutes of meeting held on 16th November 2016 at The Old Stores**

**Attendees**

Barry Coward (Parish Councillor) - Chairman  
Bertie Bright (Parish Councillor)  
Mike Holifield (Resident)  
Kate Daunt (Parish Councillor)  
Raymond Fergusson (Parish Clerk)

**1. Apologies**

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

**2. Minutes of last meeting**

The minutes of the meeting held on 1st November 2016 were accepted as true record of the meeting

**3. Matters Arising**

SODC staff

The Chairman informed the meeting that SODC had recruited one new member of the Neighbourhood Development team with a further recruit imminent.

Other

The Chairman stated that there he was still waiting for confirmation that the Neighbourhood Plan did not require a Strategic Environmental Assessment (SEA) and was still unable to follow up on whether any additional roads as result of any strategic site development was part of the Neighbourhood Plan.

**4. Local Plan**

Raymond gave a brief summary of the recent consultations with the HCA/GVA. This included the Strategic Infrastructure Corridor Workshop at the Lambert Arms on 31 October 2016 as well as the Drop in Session at Chalgrove Village Hall. He also briefed the Group on the Public Meeting at Chalgrove that was attended by John Cotton, Leader of South Oxfordshire District Council. The Chairman stated that the Parish Council were meeting with the HCA/GVA on 8<sup>th</sup> December 2016.

There have been no further updates from SODC on the Draft Local Plan.

**5. Village Survey**

The Chairman was pleased to report that all the questionnaires had been distributed and thanked everyone for their efforts. Barry went on to state that he intended to deliver the questionnaires to Stratford Upon Avon Council on the 28<sup>th</sup> November and was asking for all the questionnaires to be returned to him by 21<sup>st</sup> November.

**6. Progress on consultation to date**

The following was the progress on a number of areas that had been identified

1) Thames Water

The Chairman reported that he had received a further communication from Thames Water that indicated that both for a 10 and 50 house development within the village that the fresh water and surface water network was sustainable but the waste water network was unlikely to support either development although there was capacity at the sewerage farm itself. He stated that the Harrington strategic site would require a new sewerage

treatment plant that could take up to three years to plan and build. The same would be true for Chalgrove Airfield.

2) Church

Raymond commented that if the historical rate of burials continued he expected that the current churchyard would have sufficient space and therefore within the life of the Neighbourhood Plan there would be no requirement for additional land for a cemetery.

**7. Evidence base-Background Document-progress**

The status of the key documents that will be held as supporting evidence is as follows:-

a) Baseline information

This item was now complete. May need updating following results of the village survey.

b) Planning factors

This item was now complete.

c) Environmental appraisal

This item was now complete.

d) Village character, Landscape Character & Capacity Assessment

This item was now complete.

e) Sustainability & Capacity

The Chairman reported that he and Kate had done some further work and had come up with another method of assessing sustainability and capacity. This will be considered under agenda item 8.

f) Planning history

This item was now complete.

g) Housing Needs Assessment

This item will require to be reviewed after the analysis of the village survey.

h) Land suitability

The Chairman reported that he had received comments from Mike on this matter and had incorporated them into the necessary document.

**8. Sustainability assessment**

The Chairman referred to the Egan Review that considered the assessment of sustainable communities under eight headings. The meeting worked through the template to arrive at a consensus score for each heading. There were a number of challenges as to whether the assessment was against a particular factor within the Parish or in a wider geographical context. The general feeling was that the factors had to be assessed more widely particularly when assessing the economy and service. However the lack of any community transport after 2 December 2016 was likely to have an impact on development that was dependent upon the availability of public transport.

**9. Objectives and priorities**

There were no further comments made to the papers circulated at the last meeting.

**10. Impact of Chalgrove proposals on NPD**

The Chairman stated that the key issues that required to be addressed related to increased traffic and any infrastructure and road structure changes. How the NPD addresses the challenges will become clearer when we establish a dialogue with SODC in the near future.

## **11. Drafting the Plan**

The Chairman stated as he had all the relevant data on his computer he offered to draft the report but stressed that the review and challenge was very important and sought the support of the Group. Those members present expressed their appreciation of the dedication and hard work that Barry had put into the plan to date and the work going forward.

## **12. Village consultation on draft plan**

The Chairman anticipated that a draft plan would be available for consultation in mid-March 2017 and explained that a six week consultation was required with the village after the draft plan was completed. There was a discussion on the options to be considered for making the plan available to the village. The following were some initial thoughts:-

- A limited number of printed copies held at strategic site e.g. Shop, The Lamb, The School, The Parish Clerk and probably other people or places
- A copy available on the Community Website
- A village meeting covering the key aspects of the report
- A series of Drop-In sessions in the village hall
- Perhaps some other social media platforms

The consultation with the village was very important and any comments had to be fully considered and where necessary the plan would be changed.

The Chairman stated that he had done some initial research on the costs for appropriate displays and he had estimated a cost of around £600.

## **13. Overall progress**

The Chairman expressed his satisfaction with the progress that had been made and believed that the plan was on track for a first draft by mid-March 2017.

## **14. Next Meeting**

The next Steering Group Meeting will be held on Wednesday 30th November 2016 at 7.30 p.m. at Pear Tree Cottage.

Other meetings are planned on Thursday 15 December and Thursday 5 January 2017