

Little Milton Neighbourhood Plan Steering Group
Minutes of meeting held on 13th July 2017 at Pear Tree Cottage Haseley Road

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Attendees

Barry Coward (Parish Councillor) - Chairman
Raymond Fergusson (Parish Clerk)
Ian Dennis (Resident)
Kate Daunt (Councillor)

1. Apologies

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

2. Minutes of last meeting

The minutes of the meeting held on 21st June 2017 were accepted as true record of the meeting

3. Community First Oxfordshire/Locality Funding

Raymond reported that the second tranche of consultancy with CFO amounting to £4,712.40 (including VAT) had been approved for payment by the Parish Council at its meeting on 12th July 2017.

4. SODC Emerging Local Plan

The Chairman had no further information to report on the Emerging Local Plan.

5. Impact of Strategic Development Proposals on NDP

The Chairman informed the meeting of the forthcoming meeting with the OCC South and Vale Infrastructure Planning Team on July 18th 2017. This meeting would discuss the traffic issues within Little Milton. The meeting would also share the Road aspects within the evolving Neighbourhood Development Plan.

6. Land for sale in Little Milton

The Chairman informed the meeting that the field behind Chiltern View that had been up for sale by the owners of Wells Farm was no longer on the market for sale.

7. Appendices and Evidence Base

Appendices		
A	Village Character Assessment OK	OK
B	Open Spaces	To update version on the website
C	Views Management Framework	OK
Background Documents		
1	Baseline information	OK
2	Planning Factors	OK
3	Planning History	OK
4	Environmental Factors	To update version on the website
5	Landscape Character & Capacity Assessment	OK
6	Infrastructure & Capacity	To update version on the website
7	Housing Needs Assessment	
8	Roads	Update if required after 18 July OCC meeting plus OxIS input

The Chairman stated that Appendix C, and Background documents 4 and 6 had been updated and he asked that Raymond to update them on the website. He stated that Background document 8 would be reviewed and possibly updated following the meeting with OCC on July 18th

8. Plan Documentation – Progress

The Chairman outlined the progress by taking the meeting through the table below. He stated that meeting now had to focus on the scope and wording of the Policy Statements. The meeting reviewed the fifteen policy statements and thoroughly examined the wording. Although there were a few minor changes the drafted policy statements were accepted to forward for review and comment by Community First Oxfordshire and the Associate members.

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

Plan Production Schedule

Second Draft	Policy wording as tight as SG can achieve	Finalise 13 July meeting
	Circulate revised draft to SG and CFO	Publish by mid-July
	Scenario testing	26 July meeting
	Associate members to read & comment	Complete by 30 July
	CFO Policy Advisor to read and comment	Meeting 27 July
Third Draft	Incorporate feedback from Second draft	Early August
	If required, update Roads section following 18 July meeting with OCC	Early August
	SG endorsement 10 August	
	Forward to Ricardo Rios & CFO	By mid-August
	Meet with Ricardo Rios	Fixed for 25 September
Consultation Draft	Incorporate feedback from Third Draft	Late Sep
	SG endorsement	5 or 12 Oct meeting
	Submit for Regulation 14 Consultation	Mid-Late October

9. Outstanding Actions

Reconcile LM13 employment outside the village with LM1 – location of development		
Update Roads section	Following 18 July meeting	
Incorporate maps section	Ready	

There was a lengthy discussion on the Draft Policy LM13 Employment and the meeting accepted the drafted policy presented.

10. Regulation 14 Consultation Event & Publicity

The Chairman emphasised the importance of the Regulation 14 Consultation event. The meeting discussed various options for publishing the event that included a leaflet drop to each house in the village and would where possible have a similar approach to the approach on the questionnaires. The newsletter would be used and hopefully the event would be trailed for two months. A meeting in the Village Hall was planned for early November. The meeting considered that a one day/evening was sufficient but consideration should be given to drop-in session for villagers but this would be in addition to a more structured meeting to brief the Neighbourhood Development Plan.

There was a brief discussion on the available formats for the final plan and they would include the website and a few hard copies. It was not decided how at hard copies would be made available.

11. Any other business

The Chairman referred to a letter sent by John Howell MP in which he refers to a recent question he raised with the Minister. In essence it stated his support for the importance of Neighbourhood Development Plans and what steps should be considered to afford them more weight as they go through the process and give them protection from developer lead planning. I have attached a pdf with the letter and transcript of the debate.

The Chairman reported that the South Oxfordshire District Council's assessment of the Five Year Housing Land Supply showed that the District had a 4.1 years pf deliverable housing land supply. The Chairman stated that consideration had to be given to the methods of capturing any feedback.

12. Schedule of meetings

The next meetings are scheduled on 26th July, 10th August, mid – September, October 5th and 12th October

13. Date of next Meeting

The next meeting will be held on Wednesday **26th July 2017 at 27 Chiltern View** at 7.30 p.m.