

Little Milton Neighbourhood Plan Steering Group
Minutes of meeting held on 10th August 2017 at 27 Chiltern View

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Attendees

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

1. Apologies

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

2. Minutes of last meeting

The minutes of the meeting held on 26th July 2017 were accepted as true record of the meeting

3. Community First Oxfordshire/Locality Funding

After a brief discussion on the timing of the third and final phase of the Locality Grant the meeting agreed that Raymond should prepare to submit the necessary online application for the balance of the grant for £2,070 from Locality and to confirm the expenditure of £3927 in respect of the second grant received from Locality in May 2017.

4. SODC Emerging Local Plan

The Chairman referred to the latest information published by South Oxfordshire District Council that indicated that in October this year the version of the plan that will be submitted for examination will be available for formal consultation and will be submitted for examination in December. It is anticipated that the Public Examination will be in the Spring 2018 with the adoption of the Plan in late 2018. This consultation is different from the previous three, as SODC have to ask specific questions relating to the legality of the plan. Once the consultation deadline has passed, SODC will send all of the comments along with the Local Plan and evidence studies to the Planning Inspectorate.

5. Appendices and Evidence Base

Appendices		
8	Roads	Updated with section on planning consent

The Chairman reported that he had updated the Evidence section relating the Roads & Transport to include a reference to Planning Applications for Road Improvements and New Roads.

The Chairman reported that he had received constructive comments from Fiona Mullins of CFO and Andrea Pellegram who acts as a consultant on behalf of CFO. Andrea rewrote a number of the policies so that they complied with what a planning officer would want. Both were complimentary on the effort and substance of the document.

The Chairman explained that he had not included any reference to settlement boundaries as this was something that was not supported by South Oxfordshire District Council in relation to Neighbourhood Plans.

6. Plan Documentation – Progress

The Plan		<ul style="list-style-type: none"> • Fifth Draft • Table of Amendments • Table of Evidence • Statement on roads and planning permission • Statement on settlement boundaries
Consultation Statement	CFO	First and second round of consultations plus fete event documented.
Basic Conditions Statement	CFO	Not yet

Plan Production Schedule

Third Draft	Associate members to read & comment	Comments received
	CFO Policy Advisor to read and comment	Feedback from 27 July
Fourth Draft	Not issued	
Fifth Draft	Incorporate feedback from Third Draft	To discuss rewritten policies
Sixth Draft	Steering Group endorsement	Do by email in August or meeting?
	Forward to Ricardo Rios and CFO	By end of August
	Meet with Ricardo Rios	Fixed for 25 September
	Steering Group to review comments from Ricardo Rios	Steering Group meeting on 27th 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

The meeting reviewed the progress made on the Plan Documentation and the timetable of events going forward to meet the submission of the Plan for the Regulation 14 Consultation in late October. The Chairman explained the table of amendments and the reasoning for the changes. He believed that the revised wording of the policies had improved the quality of the Plan. It was agreed that any further revisions prior to the Plan being forwarded to Ricardo Rios by the end of August could be done by email and not by convening a meeting of the Steering Group.

7. Regulation 14 Consultation Event & Publicity

The meeting spent some time reviewing the outline timetable produced by the Chairman. It became clear that the planned event in the Village Hall on 3rd and 4th November did not allow any slippage in the timetable. It was agreed that the Consultation Period would commence on 6th November but the event in the Village Hall would now take place on 17th and 18th November and the Consultation would end on 18th December

8. Any other business

There was no other business.

9. Schedule of meetings

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

10. Date of next Meeting

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