

**25th Neighbourhood Plan meeting  
Meeting held on 14 January 2019**

<b>Present</b>	GW (chair), DS, NB, SM. MTL, RM	<b>Action</b>
<b>Apologies</b>	AE, GB, SC/DC, CJ	
<b>Declaration of Interest</b>	None were disclosed	
<b>Previous minutes 27 November 2018</b>	Agreed	
<b>Action Progress</b>	<ul style="list-style-type: none"> <li>• SEA application form completed and sent to SODC. They have acknowledged receipt</li> <li>• Plan, Character Assessment, Consultation, Protection of Views documents all reviewed, updated and available on Dropbox for Committee to review. In line with advice from SODC at previous meeting, policies have been moved into main document.</li> </ul>	Completed
<b>Discussion on Sustainability</b>	<ul style="list-style-type: none"> <li>• NB reported on his email clarification from SODC re Sustainability for Ewelme. He was concerned that this was not understood by the majority of residents. It was agreed that once the PSP had been sent to SODC for consideration, a 2-3 page summary, including policies, should be produced for maildropping to the village GW subsequently clarified; <b>1) SODCs definition within the settlement hierarchy :</b> The settlement assessment does an important job in providing a strong understanding of the nature of our towns and villages. The assessment assists in classifying towns, larger villages, smaller villages, and other villages into a settlement hierarchy. The settlement hierarchy is used to determine the appropriate level of growth that a particular settlement can support, and focuses growth to our most sustainable places. As a smaller village, Ewelme is not classed as an unsustainable location but instead, as a location that is less sustainable than larger villages and towns. It should be noted that smaller villages are more sustainable than other villages and locations that do not feature in the settlement hierarchy.</li> </ul> <p><b>2) Central to our Plan is the delivery of sustainable development:</b> The Plan sets out details for a sustainable future for the village. It presents objectives and policies that will be used in shaping the future development of</p>	NB

	<p>the parish. These have been established through extensive public consultation and are underpinned by both statistical information and local knowledge.</p>	
<b>Treasurers report</b>	<ul style="list-style-type: none"> <li>NB reported that approx. +£3k left in budget. Agreed to budget for a final maildrop to all villagers (£150), Consultants £1.8k, 6 paper copies of final document for distribution at strategic places. RM confirmed that EPC could be approached for extra funding if we ran out</li> </ul>	
<b>Appendices</b>	<p><b>The Pre-Submission Plan.</b> It was agreed not to rewrite the Executive summary but to produce a ‘parish friendly’ overview/summary, giving a simplified overview of the content, objectives and policies. This is expected to be 3-4 pages of A4 delivered to each household. AGREED</p> <p><b>Map Projections.</b> Excellent mapping making envelope easy to understand. AGREED</p> <p><b>Landscape and Character Assessment.</b> SM explained that the Design recommendations had been merged with conclusions from Landscape and Character Assessment.</p> <p>DS agreed to review and comment(i) adding back statement about importance of constant flow (ii), deleting landscape types and replacing it with his survey of landuse (iii) mention unimpaired chalk grassland (iv) cross reference footpath numbering (v) harmonise PSP document with Landscape Assessment</p> <p><b>Consultation Statement.</b> Subject to continual updating, AGREED</p> <p><b>Protection of Views:</b> Agreed that DS should incorporate a couple of other views which particularly depict Ewelme within the Chilterns landscape – to include analysis</p> <p><b>Basic Conditions Statement:</b> It was agreed to ask Locality to produce this after PSP documentation finished. GW to forward quote for £1800 to NB. AGREED</p>	<p>NB later</p> <p>DS by 21 Jan</p> <p>SM</p> <p>DS by 21 Jan</p> <p>GW</p>
<b>Next Steps</b>	<ul style="list-style-type: none"> <li>Substantial comments and grammatical corrections on PSP and Appendices by 28 January. After that date, comments will not be considered</li> <li>GW to incorporate comments</li> <li>Coopers to be asked to proof read prior to 10 February</li> <li>Documents to be sent to Locality by mid February for BCS</li> <li>The documents will be made available to EPC by 6</li> </ul>	All

	<p>March 2019 who will comment and sign off the documents, ready to send to SODC and an independent inspector</p> <ul style="list-style-type: none"> <li>• When we do get comments back from SODC, action points will need to be addressed and ultimately we will produce pre-referendum copies (max six) for inspection, plus on line access prior to the final referendum.</li> </ul>	
<b>AOB</b>	<ul style="list-style-type: none"> <li>• None.</li> </ul>	
<b>Date of next meeting</b>	TBC	