

**Minutes of the Sixteenth Meeting of the Ewelme Neighbourhood Plan Working Party 8<sup>th</sup> January 2018 at 8pm at the Watercress Centre**

**Chair:** Geoff Watts

**Secretary:** Shirley Meyer

**Present:** Sarah Maine, Andy Evans , Chris Jenkins, David Solomon, Andy Green , Mary Taylor-Lane, Sue Cooper, David Cooper, Roger Moore, Ellie Clements, Neil Blake,

**Apologies:** Gemma Benoliel

**NB.** For the sake of brevity, participants will be referred to by their initials in these minutes.

**Further abbreviations:**

- NP (SG) Neighbourhood Plan (Steering Group)
- EPC Ewelme Parish Council
- SODC South Oxfordshire District Council
- SC Steering Committee
- SOHA South Oxfordshire Housing Association

**1. GW welcomed those present .**No new introductions were necessary.

**2. Conflicts of interest:** None registered.

**3. Minutes of the previous meeting :** it was pointed out that the comment made regarding possible additional funding came from GW and not PC as stated.

**4. Treasurer's Report:** no change from last time. One cheque outstanding to Higgs by EPC to be paid this week. No predictions on upcoming printing or other biggish items yet, nor on provisions for any consultancy services. Please remember that if we do anticipate a budget over-run, it'll take several months to get incremental funding approved by SODC or other sources.

**5. Pre-submission Plan:** **GW** had done much work on a rough draft of the Pre-Submission Plan and distributed copies to all, along with a list of contents. At this stage the two do not form a good fit and work needs to be done here. The current manuscript illustrates how such a document **MAY** look, highlights why Ewelme is special but also shows that, at this stage, there is much duplication and some gaps. All this needs to be ironed out and edited.

Sections had been written on: housing, the character of the village, community assets/ facilities, water and drainage, burial grounds, broadband, education and transport. All these, however need refining and DS put forward the view that the main body of the document should be short and succinct with evidence in the appendices, to avoid audience fatigue. Policy boxes should be in this main body of the text. **EC** and **SMe** argued for the need to model a policy format and MT-L illustrated this with an example from Woodcote. It was agreed to go forward on this basis and **MT-L** is to forward this model via email to the Committee. This was debated and generally agreed upon. It was also agreed that all sections must have equal significance.

NB pointed to the potential audiences of the document and how it must suit all. This was discussed and the following readers acknowledged:

- The examiner
- Village audience
- Those looking for a more “scientific” evidence based approach
- Developers

**It is very important that the evidence of the survey must be seen to feed into our original objectives and policies which are written.**

For example, transport, whilst it cannot have be considered in a land use context, can be linked into other policies and will be relevant to EPC planning decisions.

There was discussion about data analysis. There has to be conformity as to whether the RAF base is included or not. It was generally considered that in view of the transient nature of most of the population and their lack of interest in the Survey, they would probably not be included. However, quite a few children from the base come to Ewelme School so that might inform the education policy. Care must be taken to be consistent regardless of the data base(s) used on this and indeed all topics.

RM pointed out that the NP requirements are important as they will be added to the list of qualifications for planning applications and will be brought before the EPC and then SODC.

So, having reviewed the document so far, the following **omissions** are evident:

- Biodiversity/ green areas
- Character assessment, almost on a building by building basis for inclusion in the Appendix.

As time was pressing on it was decided that **SM** and **GW** would work together on making the document more uniform once individuals/ pairs had re-drafted their work and formatted a policy for their area.

A decision has to be made on how the findings and the Draft Pre Submission Document will be brought before the village and how to encourage them to engage with the process. Several ideas were put forward...watch this space!

**AOB:** GW gave a vote of thanks to SMe who is leaving Ewelme, for all her hard work and promised to send a copy of the completed Plan! She accepted enthusiastically!

RM reported that Sam Gilman is stepping down as Chairman of EPC and Penny Cooper retires at the end of March.

**Homework:**

**AG to try and locate 2001 and 2011 Census data**

**DS to circulate data from ACRE website**

**SC to distribute local postcodes**

**MT-L email format model**

**SM to send out revised table of contents (Appendix 1)**

## All to send re-written work to SM and GW by 15<sup>th</sup> January

SM and GW to circulate draft main body document by 29<sup>th</sup> January. Comments on it are to be e mailed before the next meeting.

Date of next meeting: Tuesday 6<sup>th</sup> February 2018 at 8pm at the Watercress Centre.

### Sme to book

#### Appendix 1

#### MAIN BODY

##### Foreword

Why do a Neighbourhood plan? What are the challenges? What will it be used for? Who will use it?

How it fits in with planning?

The Neighbourhood plan area A1

How the Community were engaged? A2

When will it be published? Timescales A11

##### What makes Ewelme, Ewelme (Character Assessment)

Heritage A7

Environment A8

People and Community A9

**Vision and Objectives A5**

Village character

Housing

Environmental

Economy and transport

**Policies (context, policy, benefit, reference/evidence) A10**

Village character

- protect rural character
- protect heritage
- protect community assets, facilities

Housing

- where will additional housing be permitted
- village envelope

- what are design criteria
- what type of housing

#### Environment

- Protect/cherish environment
- support Conservation area
- protect heritage and open spaces

#### Economy/Transport and services

- protect existing assets of community value and community facilities eg school etc
- encourage infrastructure development
- develop village infrastructure

#### Implementation/Monitoring

#### APPENDICES

##### **A1 Neighbourhood plan area GW**

- Parish
- Location
- Statistics – census info, population, RAF

##### **A2 Community engagement (Parish Council, residents, SODC, local landowners) GW**

- website
- Open days
- Maildrops
- Ewelme News
- Surveys
- Opendays
- Consultation

##### **A3 NP Community Scoping survey, Jan 2017**

##### **A4 NP Community Scoping survey results, Feb 2017**

##### **A5 NP Vision and Objectives**

- Village Character
- Housing
- Environmental
- Economy, transport and services

##### **A6 NP Community Survey report Nov 2017**

AG

##### **A7 Ewelme Heritage**

**SM (merge all inputs)**

- History
- Buildings of historical significance – church, almshouses, school, listed buildings
- Ewelme Trust

##### **A8 Ewelme Environment**

**DS/EC**

- Ewelme context - Scarpment village
- Chilterns AONB + map
- Conservation Area + map
- Biodiversity- watercress beds + wildlife survey
- Water and necessary infrastructure

### **A9 Ewelme Today**

- Housing (past to present, feedback from survey, strategy, considerations) SM
- Communications
  - Transport DC/SC
  - Broadband CJ
- Community Organisations NB
- Assets of community value – shop, watercress beds, pub NB
- Community facilities – common, brook, pond, school, preschool, church, almshouses, village hall, reading room, pavilion, watercress bed centre NB

### **A10 Policies**

#### Village character

- protect rural character
- protect heritage

#### Housing

- where will additional housing be permitted SM/MTL
- village envelope SM/MTL
- Design statement AE
- what type of housing SM/MTL

#### Environment

- Protect important green spaces /cherish environment EC/DS
- support Conservation area MTL
- protect heritage and biodiversity DS/EC

#### Economy/Transport

- encourage ongoing infrastructure development DC/SC
- traffic calming/Quiet Lanes DC/SC/DS
- Broadband CJ
- Burial grounds NB
- protect existing assets of community value, community facilities SM

### **A11 Timeline to publication GW**

### **A12 Potential Community Infrastructure projects**

### **A13 Reference Documents**

## **EWELME POSTCODES**

Green Lane	OX10 6DA
Battle Road	OX10 6DS
Cochrane Road	OX10 6ED
Fielden Road	OX10 6EF
Baker Close	OX10 6EH
Barnett Way	OX10 6EJ
Cross Ave	OX10 6EL
Cross Close	OX10 6EN
Baker Ave	OX10 6EQ
Benson Road	OX10 6HB
Cottesmore Lane	OX10 6HD
Benson Road / Green Lane (Old Mill House)	OX10 6HE
Eyres Lane	OX10 6HF
The Terrace	OX10 6HH
Watercress Cott	OX10 6HJ
Suffolk House	OX10 6HL
Levers Cott	OX10 6HN
Parsons Lane	OX10 6HP
Lower Farm (Parsons Lane)	OX10 6HP
Most of High Street	OX10 6HQ
Burrows Hill	OX10 6HR
The Cloisters	OX10 6HS
London House Cott	OX10 6HT
Days Lane / End High Street	OX10 6HU
Chaucer Court	OX10 6HW
Cat Lane	OX10 6HX
Martyns Way	OX10 6HY
Hampden Way	OX10 6HZ
Britwell Road	OX10 6JA
Hare Hall	OX10 6JF
Hollandtide Lane	OX10 6JG
Wingfield Close	OX10 6JY
Eyres Close	OX10 6LA
Huntinglands	OX10 6PE
The Common	OX10 6PG
Downs Farm	OX10 6PQ
Wessex Road	OX10 6UL
Puma Close	OX10 6UN
Merlin Close	OX10 6UW
Whitehouse Farm & Lodge, BB	OX49 5NT

