

Minutes of the fifth Meeting of the Ewelme Neighbourhood Plan Working Party

24th April 2017 at 8pm

Chair: Geoff Watts

Secretary: Shirley Meyer

Present: David Solomon, Andy Green, Andy Evans, Sarah Maine, Chris Jenkins, Andy Climpson, Gemma Benoiel, Neil Blake, Ellie Clements, Sue Cooper, David Cooper, Rev. Jonathan Meyer, Sam Gillman, Penny Cooper, Roger Moore, Peter LeMaire

Apologies: John Gardner, Carol Sawbridge, Mary Taylor-Lane

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
- TOR Terms of Reference

1.Introductions: GW introduced Sam Gillman (SG) and Penny Cooper (PC) who would be speaking about the role and findings of the EPC

2.Minutes of the previous meeting were approved.

3.Presentation of findings by Ewelme Parish Council

SG wanted to set out the basis of the legality of the NP and to try and clarify the current “disconnect” between EPC and the NP steering group.

When asked, there were no declarations of interest from any members of EPC present.

The Vision Statement was accepted.

TOR: **SG** had revised this document. It was provisionally approved by all present.

The relationship between the two bodies: in future all minutes must be copied to council@ewelme.info and the EPC will give feedback to the NPSG so that is a two way conversation. NP group issues will be covered at all EPC meetings and EPC will provide two standing members on the NPSG. The EPC will check the legality of the Plan and present it to SODC.

Approach from Berrick Salome and Roke PC: An approach had been made from Berrick Salome and Roke to include the Ewelme Parish area to the north of the B4009 in their designated area. This is, apparently, due to flooding issues which affect them from time to time. EPC advised that the current boundaries be kept, and a coalition be made where

consultation is sought whenever necessary. **SC** recommends keeping the parish boundary and the designated area as one and will contact B&SPC to advise them of such.

All on the Steering Group agreed to move forward on that basis.

Area Definition supporting evidence and application form was filled in by **GW** and given to **PC** with the map, to be sent off to SODC.

Budget: Parish Clerk Penny Cooper talked to the committee about the budget and emphasized how this must be planned for and applied for in advance. In the short term, day to day expenses such as those for stationary and photocopying can be reclaimed in the manner of business expenses on presentation of receipts. When it comes to larger amounts e.g. the possible employment of a data analyst, these must be put to tender. Planning when to request money is essential so that no one is out of pocket and the process can proceed without delays whilst awaiting funds.

A debate followed about the details of the funding in order to clarify understanding of the amount available/ expenditure/ additional funding. Forward planning is essential to maintain adequate cash flow. **PC** offered direct liaison with **NP** treasurer (when one is found!)

A grant cannot be applied for until the Area Designation has been agreed by SODC (min. of 42 days hence). The grant will be paid by SODC to EPC.

It was made clear that EPC does NOT have power of veto over budget items.

- At 9.05pm, having reported and discussed the above points, several members of EPC left the meeting.

4. Results of The Vision voting survey

GW reported that 144 surveys had been received (approx.. 30%); 143 had supported the vision and one was against. Comments had been given on two of the forms. This response was taken as a vote of confidence. **GW to write to Ewelme News to publicise the findings and bring them to a wider audience. This also to go onto the website.**

5. Overview of project and timeframe

EC was congratulated on her work on bringing the initial questionnaires from the working sub groups into a whole document.

There was a debate about which should come first, the development of policies or the village questionnaire but the general thought was that the results of the questionnaire should inform and feed into the policy writing stage, with **GB** pointing out that village aspirations should turn into policies further down the line. However, **DS** made the point that it will be very important to phrase questions correctly and explain to the village the aims of the questionnaire. He suggested that we might employ a data analyst beforehand to help in the framing of questions, (some were in favour of using Survey Monkey software) and of drawing on past experience. **NB** said that the previous village plan in 2008 had elicited, after some concerted effort an 80% response.

After discussion, it was generally agreed that the next meeting should be used solely for devising and discussing the questionnaire, the different sections, how questions should be

framed etc. It was decided that all should fill in the questionnaire themselves and feedback comments

7.-Potentially missed assets

Facilities such as retail outlets, the pub, garage, school and pre-school, clubs, the Church, the village hall, Fords Farm, Hazell and Jefferies etc were looked at and identified into the sub-groups so as not to be overlooked. Finding out about the use of these facilities will be an important part of the survey as it may highlight development areas that may have been missed..what are the trends that are going to change the facilities/ land use within the village? Community Assets/assets to the village were discussed and SC to work on preparing questions for this section of the questionnaire.

8. Presentation on Pavilion Project by Pavilion Committee

GB reported that the situation was the same as set out in the April/ May edition of the Ewelme News. It is briefly summarised here:

- Plans for a traditional style Pavilion have been drawn up
- Quotations have been obtained
- Funding is underway through grant application from SODC and other bodies
- Some private funding has been forthcoming
- Additional parking facilities are planned
- The outcome of the funding application will be known in June

9. Awareness/ media/ involvement of ENP

It was generally agreed that the NP committee needs to get its message out to a wide audience. This can be done through the Ewelme News; a nominated morning in the Village Hall (but not until the Designated area has been ratified and we are able to illustrate this on a map to people), village notice boards, shop notice board, the NP website and Ewelme FB page etc.

SMe mentioned the way in which Chalgrove had brought the plan to public attention, with a day in the village hall, large map, opportunity to comment on specific potential development areas. Obviously, this has to fall in line with Local Plan initiatives.

SC informed us that SODC has a list of potential land development sites. Anyone can write in to find out these areas.

10.Review of outstanding position(s) within the project

The ongoing absence of a Treasurer was noted. This is an important and vital position and we need to try and get someone on board for this position.

12. AOB none

13.Date of the next meeting 15th May at 8pm at the Rectory, Parsons Lane, Ewelme.

Summary of actions/ homework

- All to read our questionnaire and comment
- All to try filling in the questionnaire
- All to look at questionnaires from other villages

Be prepared to feedback at next meeting which will be focussed solely on this topic.

SME to contact Penny Cooper about the potential development land register.