

CUMNOR PARISH COUNCIL

**Minutes of the Meeting of the Neighbourhood Development Plan Steering Group
held in Fogwell Road Pavilion, Fogwell Road, Dean Court
on Tuesday 28 November 2017 at 7.30pm**

Present: Kathy Davies, Donna Murphy (guest), Esme Murphy, Fiona Newton (CPC), Tim Pottle, Ted Mott, and Tina Brock, Clerk.

86/17 Election of Chairperson. Tim Pottle was elected as Chairperson. It was agreed that a Chairperson would be elected at each meeting.

87/17 Apologies for Absence.) Julia Commons, Chris Scruby and Chris Westcott. These apologies were received.

88/17 Welcome to new member. The Chairman welcomed Esme and Donna to the meeting. Esme would sign the Code of Conduct for the Steering Group at the next meeting.

89/17 Declarations of Interests. None.

90/17 Minutes of the Meeting of Neighbourhood Development Plan Steering Group held on Tuesday 30 October 2017 were agreed and signed by the Chairman.

91/17 Matters Arising from the minutes. None.

92/17 Draft Character Assessment (CA).

- i. Update on amendments.
 - a. Kathy would re-send the main Character Assessment to Fiona for checking that all the amends had been included.
 - b. Cumnor Village CA amends: Edward Impey would be adding more detail on Cumnor Village and Ted would ask Pam Gee if she would like to assist. The CA of Appleton Road had not yet been carried out. Philip Powell would be asked to carry out a CA of Leys Road to include the history of Leys House and the old shepherds trail. Ted to contact Otto Stevens and Penny Bingham who may be interested in helping with the CA of Leys Road. Lorraine Aspells had carried out a CA of Robsart Place and the Winnyards.
 - c. Henwood CA. Harry Dickinson had carried out the CA of Chilswell.
 - d. The draft CA with the latest amendments is available to see on the website: www.cumnorneighbourhoodplan.co.uk
 - e. Dr Malcolm Graham was unable to comment due to a busy schedule.
 - f. Philip Hawtin had been given a hard copy of the CA for comment.
 - g. Reference to the CA would be mentioned in the Big Survey to draw public attention to the document.
- ii. Adoption by VWHDC of the Character Assessment as a standalone document would be recommended to Council after the CA had been consulted on by the public for VWHDC to adopt as Supplementary Planning Document.

92/17 Cumnor Big Survey.

- i. Amendments. The Committee approved the amendments suggested by Fiona Mullins, Community First which had been sent round by email to members. The survey is to be sent out the first week of January 2018 with a deadline of 30 January 2018 which can be extended if necessary. **Action:** Fiona would ask the local schools if pupils could complete the survey and completed surveys of pupils who live in parish be sent to the Council.
- ii. Promotional activity.
 - a. Banners to be printed before Christmas - 5 large banners (approx. 2m x 1m) for Farmoor Stores, The Glebe, Pinnocks Way green, Fogwell Field, top of A420/Cumnor bypass and 2 smaller (approx. 1m x .75m) for Cumnor Hill noticeboard and The Triangle, Cumnor, possibly one more at base of Cumnor Hill. Sizes to be confirmed and quotes sourced. The website address had been added to

the banner. **Action:** Julia Commons to source quotes.

- b. Tim suggested that Cumnor Big Survey and the logo should be printed on the envelope. **Action:** Fiona to discuss with Clare Tyrell-~Williams

93/17 Economic and Infrastructure Working Group

- i. Ted led a discussion around the economic strengths/weaknesses/opportunities and threats of economic and infrastructure around Oxfordshire that is happening or being proposed and how it will impact on the parish. VWHDC Local Plan 2031 has not allocated any employment or housing sites in the parish and the policy would have to take this into account. The policy could include what brownfield sites are available and whether they should be used for business or housing, **Action:** Ted to talk to local business to find out their vision up to 2031 and contact David Kay, North Hinksey Neighbourhood Plan Steering Group.

94/17 Local Green Spaces

- i. Tim would contact the working group after Christmas to identify and assess green spaces and look at common land and whether it is registered.

95/17 Any other matters. None.

96/17 Date of next meeting. The next meeting would take place on Monday 29 January 2018 at 7.30pm in Fogwell Road Pavilion, Fogwell Road, Dean Court.

The meeting closed at 9.05pm.

Signed..... Date.....2018