

CUMNOR PARISH COUNCIL

Minutes of the Meeting of the Neighbourhood Development Plan Steering Group held in the United Reformed Church Hall, Leys Road, Cumnor on Monday 24 July 2018 at 7.30pm

Present: Nicholas Cole, Kathy Davies, Fiona Newton (CPC), Carol Philip, Tim Pottle, Julia Richardson (CPC), Chris Scruby, Chris Westcott and Tina Brock, Clerk.

52/18 Election of Chairperson. Fiona Newton was elected as Chairperson. It was agreed that a Chairperson would be elected at each meeting.

53/18 Apologies for Absence. Esme Murphy, Ted Mott and Judy Roberts received.

54/18 Code of Conduct and General Data Protection Regulation. Nicholas Cole signed the Code and completed the GDPR consent form.

55/18 Declarations of Interests. None.

56/18 Minutes of the Meeting of Neighbourhood Development Plan Steering Group held on Tuesday 11 June 2018 2018 were agreed and signed by the Chairperson.

57/18 Matters Arising from these minutes. None.

58/18 Cumnor Big Survey. Chris Scruby and Chris Westcott presented the findings of the Big Survey to Cumnor Parish Council at its meeting on Monday 2 July 2018. Council was impressed with the feedback response rate, the standard of the survey questions and the quality of answers. The responses received regarding housing needs in Dean Court were consistent with the Housing Needs Survey carried out in 2012 by Community First (original ORCC), financially supported by Council, on behalf of Oxfordshire Community Land Trust. The survey showed support and a need for a small development in Dean Court that would provide affordable rented housing to households with local connections to Cumnor Parish. So these results were no surprise.

The results were gratefully received by BikeSafe who would use the results gathered to support their application for a cycle path from Farmoor to Botley (B4044).

Kathy Davies had forwarded Section 4 of the results on traffic and noise pollution to MP Layla Moran.

The final version of the Big Survey would be sent to residents on the email distribution list, Ben Davies and Sam Townley, Neighbourhood Team, VWHDC and Council members.

Julia Richardson had obtained quotes for pop up banners to be placed in areas around the parish to advertise that the results of the Big Survey were in. The Steering Group approved a quote of £75 per pop and agreed that 3 should be purchased. It was agreed that the pop up banners would be given to Chris Scurby for Dean Court, Nicholas Cole for Farmoor and Fiona Newton for Cumnor. The banners would be placed in halls, schools and churches and moved around. Notices to be placed on Council noticeboards and original banners adapted to advertise that the Big Survey results are in. Photographs to be taken of banner and location to prove that the residents were being informed.

Action: Chris Westcott to check the final version to ensure no individual can be identified.

Fiona Newton to check the verbatim comments to ensure no individual can be identified.

Fiona Newton to upload final Big Survey results, verbatim comments and data table to the website.

Fiona Newton to inform residents via social networks that the results were available on the website.

Fiona Newton to draft an article for the September edition of Cumnor Paris News.

Julia Richardson to send draft pop up banner artwork via email for approval and order once approved.

Julia Richardson and Fiona Newton to adapt existing banners and place around parish.

59/18 Vision and Objectives. Fiona Newton, Judy Roberts and Chris Westcott met to draft the Vision and Objectives of the Neighbourhood Plan. The draft was discussed in detail and amendments and additions were agreed. The amended draft would be circulated via email for comments and brought back for approval at the next meeting.

Action: Julia Richardson to amend the draft and Fiona Newton to circulate.

60/18 Landscape Character Area Assessment. Lepus Consulting had made site visits to areas

of the parish this week looking at views from the parish and into the parish. A draft LCA was expected at the end of next week.

61/18 Local Businesses. Deferred as Judy Robert was not in attendance.

62/18 Terms of Reference (TOR) for Policy Working Party. The draft TOR's were discussed. The Steering Group agreed that a professional outside body should be employed to write policies and a working party should be set up to fill in the gaps.

Action: Fiona Newton to arrange a meeting with Dave Chetwyn for guidance and advice.

63/18 Local Green Spaces. Tim Pottle reported that 30 pieces of land had been identified for designating as Green Spaces. Landowners need to be identified and then asked if they would like the space designated. The working party would then decide if the space should be designated. Maximum land registry fees of £120 were agreed.

Action: Members to follow the link <https://1drv.ms/x/s!AqRNpKtX2XGmmBF1uxNdZj7F8Buz> and complete the section of land owner if known.

Esme Murphy to be asked to find landowners of sites not known.

64/18 Character Assessments (CA).

Missing areas.

- a. Farmoor. The history of Swinford Toll Bridge and photos to be included.
- b. Cumnor. Appleton Road CA to be completed. The history of the cave and iron settlement at Henwood and photos to be included. Barnes Close CA to be carried out, photos needed for Turnpike Road.

Carol Philip raised her concerns that the CA's for Third Acre Rise (Dean Court) and Lower Cumnor Hill (Cumnor Hill) were inaccurate when describing drainage, flooding and water courses and that known areas such as Orchard Road, Deanfield Road that experience flooding had not been included. Carol had submitted amendments to Cumnor Hill CA to Fiona Newton who had included them and circulated to members who wrote the CA for comment. Version 14 of CA for Cumnor Hill was drafted. Carol Philip disputes the wording 'that gardens were water logged all year round' and that the amendments made were still inaccurate regarding flooding and drainage. Fiona Newton produced video evidence of a water logged garden in Third Acre Rise during a dry spell last year. Kathy Davies, who lives in Third Acre Rise, said that she had lost 3 trees and that her grass was green even though grass in the parish was brown during the current heatwave. Peter Bowell had supplied 10 years of evidence of flooding in Dean Court and Chris Scruby informed the group that due to flooding issues he had had to modify the floors in his house in Eynsham Road. Carol Philip requested a meeting with the authors of the CA but this was felt not to be acceptable due to the tone of her emails. Carol Philip said that there was a political overtone to the CA with personal agendas and that they were factually inaccurate. The Steering Group agreed that evidence supplied showed that there was a bigger problem of flooding impacting Dean Court and Lower Cumnor Hill than original thought and agreed to make enquiries as to the cost of commissioning a Hydrogeological survey of the area. It was also felt that the wording within the CA's of Dean Court and Cumnor Hill was accurate and that at no point did the authors have a personal agenda.

Carol Philip asked why an application to VWHDC to designate part of Cumnor Hill and Third Acre Rise as a Conservation Area which was not approved in 2007 had not been included in the CAs. This was discussed and agreed that failed proposals and planning applications were not relevant to the character of the area. The VWHDC Design Guide adopted in 2015 lists 52 Conservation Areas designated because of their special architectural or historic interests, Cumnor is included in this list. The Steering Group agreed to adopt the latest CA's at a vote of 7 - 1. Carol Philip was advised that she would have an opportunity to make any objections to VWHDC during the referendum.

65/18 Any other matters. None.

66/18 Date of next meeting. The next meeting to be take place in the Garden Room, United Reformed Church Hall, Leys Road, Cumnor on Tuesday 4 September 2018 at 7.30pm.

The meeting closed at 9.45pm.

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