

## CUMNOR PARISH COUNCIL

### Minutes of the Meeting of the Neighbourhood Development Plan Steering Group held in the Garden Room, United Reformed Church, Leys Road, Cumnor on Thursday 11 October 2018 at 7.30pm

**Present:** Kathy Davies, Fiona Newton (CPC), Tim Pottle, Judy Roberts (CPC), Chris Westcott and Tina Brock, Clerk.

**80/18 Election of Chairperson.** Fiona Newton was elected as Chairperson. It was agreed that a Chairperson would be elected at each meeting.

**81/18 Apologies for Absence.** Chris Scruby, Ted Mott and Esme Murphy received.

**82/18 Code of Conduct and General Data Protection Regulation.** Deferred as Esme Murphy was not in attendance.

**83/18 Declarations of Interests.** None.

**84/18 Minutes of the Meeting of Neighbourhood Development Plan Steering Group held on Tuesday 4 September 2018** were agreed and signed by the Chairperson.

**85/18 Matters Arising from these minutes.** None.

**86/18 Landscape Character Assessment (LCA).** The amendments sent to Lepus Consulting had been added to the draft LCA. Committee members were asked to proof read the document and report any amends to Fiona Newton. Section 12 LCA 8 there are two copses near to each other, one was noted on the map Saddle Copse but the other Shadwell Copse would need to be included. The Committee agreed that it would be happy to give Lepus Consulting a reference if requested.

**Action:** Chris Westcott would proof read Cumnor Hill, Fiona Newton Farmoor, Harry Dickinson would be asked to proof read Henwood and Philip Powell would be asked to look at the whole document.

All amendments to be sent to Fiona Newton who would pass them on to Lepus Consulting

**87/18 Character Assessments (CA).** Amendments to the positive/negative, attributes/features and land use implications to be added to the CA's were discussed.

CA's still needed for Appleton Road and Chilswell.

**Action:** Fiona Newton to draft amendments of the positive/negative attributes/features and land use implications of the CA and send to Chris Westcott for the Big Survey data/comments to be added.

Hilary Prior to be asked to carry out a CA for Appleton Road.

Kathy Davies to forward CA for Chilswell to Fiona Newton.

**88/18 Groundwater Assessment.** Funding of £2,290 has been received from the Neighbourhood Planning Locality Fund and GWP Consultants had been commissioned to carry out a groundwater assessment of Cumnor Hill and Farmoor.

**Action:** Fiona Newton to arrange a meeting with GWP consultants to discuss the areas to be assessed.

**89/18 Policy Workshop.** Funding from the Cumnor Public Purposes Charity of expenditure not exceeding £2,000 to commission Dave Chetwyn, Urban Vision for 2 ½ days to undertake the early stages of policy writing had been approved. Dave Chetwyn looked at the NP's current evidence base which would be discussed and advised upon at a meeting on Monday 29 October at 4pm in the URC Hall, Cumnor. Economy currently is blank and would need to be addressed.

**Action:** Judy Roberts to draft a profile list of businesses in the parish.

**90/18 Hydrogeological Survey.** The Committee discussed carrying out a survey and agreed that it would be costly to survey the whole of Cumnor Hill and that depending on the conclusions of the Groundwater Survey, that recommendations may include site specific hydrogeological surveys in future planning applications. Any such recommendations would be written into policies within the Neighbourhood Plan..

**91/18 Vision and Objectives.** The Committee agreed to include the word 'enhance' at item 4 ii and with this amendment RESOLVED to approve the Cumnor Parish Neighbourhood Vision and Objectives.

**Action:** Fiona Newton to make amends and circulate.

**92/18 Local Green Spaces.** Tim Pottle reported that he had identified owners of 24 sites:

Cumnor Parish Council	4 sites
Jonathan Paul Kenwright	1 site
Oxfordshire County Council	3 sites
Persimmon Homes Ltd (0410874)	3 sites
St Michaels Church, Cumnor	1 site
Thames Water	1 site
Vale of White Horse District Council	11 sites
Unknown	6 sites
Grand total	30 sites

It was not clear who owned the unknown sites and it appeared that records incorrectly show Fogwell Field as owned by Cumnor Parish Council, when the land is leased by the Council but owned by Oxford University. The allotments at Tilbury Road are owned by Oxford University and need to be included. The next step would be to write to the owners of the green space and ask if they would like them designated.

**Action:** Tim Pottle to include the allotments and to check ownership of Fogwell Field. Template letter to be sent to the Clerk, available from Fiona Mullins, Community First and details of owners to write to.

**93/18 Any other matters.** Fiona Newton and Clerk would attend a Neighbourhood Plan Surgery hosted by SO&VWHDC Planning Policy Team on 14 November 2018 at Milton Park.

**94/18 Date of next meeting.** TBA.

The meeting closed at 9.35pm.

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