



Headington neighbourhood plan

Minutes of the **Steering Committee** Meeting held at
scottfraser, Lime Walk
on Monday 18 January 2016 at 7.30 pm

Email – HeadingtonPlan@gmail.com Web - HeadingtonPlan.org.uk/
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Steering Committee present: Patrick Coulter PC (Vice Chair) Liz Grosvenor LG (Admin. Support) John Nealon JN (Press/Communications Officer) Cllr Roz Smith RS Adam Symons AS (Project Manager) Cllr Ruth Wilkinson RW		Apologies: Fiona Mckenzie FM (Treasurer) Mike Ratcliffe MR (Chair) Nicholas Rollin NR Ian Wilson IW
Policy Working Groups - existing Business and Retail – FM & NR Amenities & Green Spaces – PC Education – MR Housing – JN Transport – Charles Young Character & Identity – vacant		Possible new groups Planning Applications Community Engagement
1.	Apologies As above.	Action
2.	Minutes from last steering committee meeting were approved and are now on the website. Matters arising: 3. The Visioning statement is being worked on. 4. The matrix is being prepared. 4. A successor body working group is being set up.	LG/JN RS/PC PC PC
3.	Draft Plan JN, PC and MR attended a meeting with Cllr. Alex Hollingsworth, Cllr. Bob Price and Cllr. Roy Darke to discuss the plan so far. A subsequent meeting was held with Senior Planners at the City Council Richard Wyatt	

<p>and Sarah Harrison.</p> <p>Overall the Plan was accepted as being satisfactory (Cllr. Hollingsworth was particularly complementary) and the comments (made below) were largely ones of terminology and clarification on Green Spaces, Housing, Character & Identity, and Transport.</p> <p>The sections on Education and Business were deemed to be fine.</p> <p>One comment which we will take on board is splitting the community projects away from the planning projects and be put at the end of the document.</p> <p>The following comments will be relayed to the Policy Working Group (PWG) chairs for comment and implementation where appropriate.</p>	<p>AS</p>
<p>AMENITY & GREEN SPACES</p>	
<p>Page 11 No. 8</p> <p>We were advised to flesh out the vision to really explain about the balance we are after.</p>	<p>AS/PC</p>
<p>Page 11 No. 9</p> <p>We will create a table that links the objectives to the policies – each policy having a link to at least one objective.</p>	<p>AS</p>
<p>Page 13 GSP1</p> <ol style="list-style-type: none"> 1. We were queried on the word “conserved” but we understand that this is a valid planning term. We may need to specify the actual green spaces. 3. The word “unavoidable” was also queried, and the legal terminology will be investigated. Consider IROPI (imperative reason for overriding public interest). <ol style="list-style-type: none"> i. We will split the following sentence to differentiate: a publicly accessible green space(s) of an equivalent size etc. will become: <ol style="list-style-type: none"> i. A public green space(s) of an equivalent size etc. ii. An accessible green space(s) of an equivalent size etc. 	<p>AS</p> <p>AS</p> <p>PC</p>
<p>A list of these formal and informal spaces will be added.</p>	
<p>Page 14 GSP2</p> <ol style="list-style-type: none"> 1. We will make this more specific, but our jurisdiction should only apply to our designated area. Also applies to no. 4 2. We will reword this to make it clearer. 3. We will refer the “biodiversity enhancement plans” to Heather Armitage to clarify, and will redefine the term “significant developments”. 	<p>PC</p> <p>PC/HA</p>
<p>Page 15 GSP4</p> <p>The word unavoidable (see GSP1 no.3 above)</p> <p>We will need to provide a list of “designated sites” – this would go in an appendix. The wording may be changed to “appropriately nominated sites”. By referring to a separate list that is reviewed and amended elsewhere, this would obviate our Plan being changed each time.</p>	<p>PC</p>
<p>Page 16 GSP5</p> <p>This was deemed to be too aspirational – how would we “take account” and would we support or otherwise a neighbouring development?</p>	

	<p>The term “significant visual amenity value” needs to be clarified and redefined.</p> <p>Page 18</p> <p>The community policies will be placed at the end of the document, and will be referred to in the index at the beginning.</p> <p>CHARACTER & IDENTITY</p> <p>Page 22 CIP1</p> <p>We may remove the word “respect” and use “respond to”.</p> <p>We will add the word assessments into “local character assessments as identified etc”</p> <p>Page 23 CIP4</p> <p>We need to define “assets” as there are different types of assessments. We will check the legal terminology here.</p> <p>2. The word “offset” was queried – we will keep it. (Typo: IDENTIFY should be IDENTITY)</p> <p>HOUSING</p> <p>Page 26 HGP1</p> <p>JN will look at the affordable housing issues in the light of the awaited Housing Bill, and discuss it with Sarah as this is very complex and the timing of the Bill is uncertain.</p> <p>TRANSPORT</p> <p>Page 28</p> <p>These policies were seen to be anti-development – this will be referred to Charles Young to consider, together with the definition of “major development sites” TRP1 TRP2 – “will be expected to” will be changed to “must”.</p> <p>Page 30 TRP4</p> <p>1. The monitoring referred to would be addressed by setting up a planning watch committee possibly within a follow-on body of a parish-type council. In the meantime we will monitor this. In theory the County monitor the large employer travel plans.</p> <p>2. We need to define “single-unit”</p> <p>TRP6</p> <p>1. Officers think that their policy HP15 (?) is better than this. We will investigate.</p> <p>2. We need to define “shared accommodation”</p>	<p>AS</p> <p>AS</p> <p>AS</p> <p>JN</p> <p>CY</p> <p>CY</p> <p>CY</p> <p>CY</p>
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4.	<p>Programme</p> <ul style="list-style-type: none"> • The City is currently consulting with statutory stakeholders and this is likely to last until the end of January. • We have seen the responses from Thames Water, and Historic England commented on the visioning and the linking of policies into the Plan. These will be circulated by email for discussion. • We await a decision on whether we need an SEA. • We will work on the visioning statement and the matrix. • These Minutes are being circulated to the PWG chairs for their consideration and implementation where appropriate. • Any changes/amendments need to be submitted to AS by the end of February. • In the light of any changes the Plan will be updated • Any new projects can be added at this stage. • The next draft will go to the City for consultation • An email will go out to Forum members to explain the current processes and they will be directed to look at the website for the latest version of the Plan. 	<p>PC</p> <p>PC/AS</p> <p>LG</p> <p>ALL</p> <p>AS</p> <p>LG/AS</p> <p>JN</p>
4.	<p>Project Manager's Report Already dealt with above.</p>	
5.	<p>AOB None</p>	
6.	<p>Schedule of meetings A Doodle poll has been generated for the next meeting in early March.</p>	
7.	<p>Close of meeting 9.10 pm.</p>	

Liz Grosvenor 19 Jan 2016