



Headington neighbourhood plan

Minutes of the **Steering Committee** Meeting held at
scottfraser, Lime Walk
on Wednesday 20 May 2015 at 7.30 pm

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<p>Steering Committee present: Adam Symons AS (Project Manager) Patrick Coulter PC (Vice Chair) Liz Grosvenor LG (Secretary) Veronica Hurst VH Fiona Mckenzie FM (Treasurer) Nicholas Rollin NR Cllr Roz Smith RS Ian Wilson IW</p>	<p>Apologies: John Nealon JN (Press/Communications Officer) Mike Ratcliffe MR (Chair) Cllr Ruth Wilkinson RW</p> <p><i>Cc Richard Bradley & Charles Young</i></p>	
<p>Policy Working Groups - existing Business and Retail – FM & NR Amenities & Green Spaces – PC Education – MR Housing – JN Transport – Charles Young Character & Identity – Richard Bradley</p>	<p>Possible new groups Planning Applications Community Engagement</p>	
<p>1.</p>	<p>Membership & apologies As above.</p>	<p>Action</p>
<p>2.</p>	<p>Minutes of last meeting – 13 March – and matters arising from last meeting and not on agenda Minutes agreed.</p>	

<p>3.</p>	<p>Consultation Programme</p> <p><u>Headington Festival, drop-in Saturdays and meetings with the City Council Planners</u></p> <ul style="list-style-type: none"> AS showed us 6 x A4 posters relating to the PWGs for comment before they are blown up to A0 for the display boards – amendments were sent to him by midday on Thursday 21 May to enable printing. There will also be 2 x 2m x 870mm pop-up (self-standing) posters about the plan itself. The A5 leaflet for distribution has also been finalised. It was decided to leave the designated subjects for the Saturdays as originally allocated and seek a selection of people to cover each event. LG has sent out a Doodle poll to work out a timetable schedule. <p>AS has met with the City Council to discuss the possible requirements for SEA (Strategic Environmental Assessment).</p> <p>Some of the policies will need to be reviewed and re-phrased in order to meet Plan requirements. Green Spaces, Character & Identity and Housing all have issues regarding the allocation of sites which might trigger an SEA, but this might be circumvented by rewording.</p> <p>We can go to consultation without the SEA but they must be addressed by September when we hope to submit the draft plan. It is also possible that some policies will alter as a result of the consultation.</p> <p>Any suggested changes demanded by the Senior Planner will be submitted to the PWG chairs for re-wording and/or making the statements clearer with supporting text.</p> <p>For example, the word “retaining” is not acceptable, but “enhancing and “conserving” are. The City do not like the way we have divided up the plan into main policies and community policies. They wish us to change community <u>policies</u> to <u>projects</u>.</p> <p>The suggested changes to be made before the Festival are to be limited to matters of style/clarity which do not affect the meaning/substance of the draft policies. More substantial changes will be discussed and decided on at the workshop of PWG chairs and the SG to be held in July. The SG agreed that suggestions by the City officers regarding changes in policy would be for negotiation with the Council later in the process. The word DRAFT will be printed on all pages.</p> <p>A company called AECOM is providing technical support to DCLG and the council.</p> <p>The online survey is ready, and a link to the website is being prepared. A suggestion that the policy numbers are quoted on the responses has been addressed.</p> <p><u>An example</u></p> <p>As evidenced by the Tattenhall NP example, restricting development cannot</p>	<p>AS/JN</p> <p>LG</p> <p>PC</p>
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	<p>be specified. We cannot reduce or stop the overall numbers of houses in a development, but the numbers can be managed and controlled eg. splitting the total numbers into two sites.</p> <p><u>Festival</u> JN and LG have the boards and posters for the Festival. Roz has agreed to distribute the draft plans to venues in Headington. AS is adding pictures to the draft. AS will ask JN to print the drafts if possible, but VH has offered to help. We will need 6 copies of c.30 pages each. Roz will laminate the copy for use at the Festival. The Steering Committee has been “doodled” to ask for at least 6 people to be available at various times of the day on 31 May.</p> <p><u>Drop-in</u> FM is to contact The Hub to check on the Terms and Conditions for use on the 6 Saturdays.</p>	<p>JN/LG RS AS AS/JN</p> <p>RS LG</p> <p>FM</p>
4.	<p>Finance FM was concerned that we only have c. £600 in the account at present. MR is sorting out the grant, but if it does not arrive soon HA will move some money over as a loan.</p>	FM/MR
5.	<p>AOB</p> <ul style="list-style-type: none"> • LG reported on a telephone call from David Blythman (<i>scottfraser</i>) warning us of new legislation regarding change of use of commercial properties. The relevant details were circulated to the steering committee. RS agreed to take it up with the City, and we understand that RW will be approached to investigate too. • Heather Armitage (Green Spaces group) asked us to support the desire to have Warren Crescent (immediately adjacent to Lye Valley) designated as local green space to prevent it being built on. RS understands that outline planning permission has already been granted and she will check this out. We have recommended that she approaches the relevant local councillors. 	<p>RS RW</p> <p>RS</p> <p>PC</p>
6.	<p>Date of next meeting Doodle poll issued for various dates in June.</p>	LG
7.	<p>Close of meeting 9.15pm</p>	

Liz Grosvenor 22 May 2015