

Sutton Courtenay Neighbourhood Plan Steering Group Minutes on 13 May 2020 at 2.30pm

Present: Geoff Armstrong(GA), Rita Atkinson (RA), Catriona Brodribb (CB), Fred Cabbage (FC), Sarah Eccles (SE) David Hignell (DH), Mike Jenkins (MJ), Jo O'Callaghan (JOC), & Sharon Brentnall(SB) of Bluestone Planning

Agenda

1. Welcome to Sharon Brentnall (Bluestone Planning).
There are some areas of work which still need completion:
 - a) Eastern Gap, Novell Tullet (NT) to compete), most of which is straightforward.
Most incomplete parts relate to agricultural or recreational use.
 - b) The Vision/Objectives: needs updating
 - c) Green Gaps: SC1 South Oxon (SODC) has produced a new green gap topic paper, SB to go through it and see if /which parts are relevant or applicable to us. If the document is public then we can use it.
 - d) Design Guide: SC10 each point can go in a topic paper.
We can look at design codes.
Types of development go under design guide/principles/design guidance
We can look at what is appropriate to this area. NB what suits the conservation area and or older buildings, may not be appropriate to an area of newer buildings. (design codes).
If design codes are in our NP, the Vale has to take note.
Other NPs have design principles; Robyn Tobutt (Vale) could help us with this, ie looking at other local Vale/SODC ones.
It need not be a lengthy document
SB can provide good examples of design codes.
Design codes can link into topics such as on-street parking, sustainability, renewables , also planting and landscape.
SB to email the steering group with what has been completed and what is outstanding, and any further costs.
NB Supporting texts relating to specific policies can help clarify policies, and policy issues are key. Inspectors need to read any supporting texts relating to policies.
Evidence material can go in appendices.
The core area of text must be in main part of plan, and not too lengthy.
Allied supporting material relating to policies must be easy to locate within the whole document.

Other thoughts: existing farm buildings being converted to housing use, with inadequate infrastructure ie road access. Would this be covered by the design guide?

Other: the proposed Didcot Garden Town: SB or NT to cover this aspect?

Housing needs Policy SC8/9: the parish survey does not contain all info the information that we need, SB can suggest what extra material we need, in terms of topics such as residential development, density.
Some of the material comes from census data, parish survey, parish housing register.
The Vale (Robyn) can provide some of this, also local housing association(s).
This can be covered by the design guide.
If another survey was needed, the Vale would have to do it, and it would be a standard format.

SC5 Green spaces: We need to send our latest draft of SC5 to Sharon, for her to review.
There would be additional cost for this work.
NB she can provide a template to send to local land owners.
Footpaths: we can get a (footpath) map from the Vale and we need to mark in permissive paths and look at any areas for improvements, rights of way, aspirations.

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SC7 Flooding and drainage: SE has collated some information, from Vale websites, but not all flood relate comments are available. SE still awaiting photographs from villagers.

Anne Morgan Smith has some which need collating.

Flood related material can be listed by road or year.

Would we need to get in a flood expert?

It is not essential but is of great concern to residents, further developments could exacerbate flooding issues.

NB Every time we have further building in the village, flood water gets pushed from a to b, local knowledge may be of more use than County Council flood people.

We need to do further work on this part.

2. Welcome to Steering Group members and Apologies:
3. Sharon input, Rita to lead (*as no 1*)
4. Minutes of meeting on 27 April 2020 and matters arising: *minutes agreed.*
5. PC website update: *Helen has updated information*
6. David/Mike report on Designated Area research: *It was agreed that a paragraph explaining the current situation /choice should go in the NP; at the time of setting the NP area boundaries (not the same as SC parish boundaries) we had to go with certain provisos (and exclude certain areas), but government policy changed in (2017) and the group were not made aware of this. Although we could now include these areas, we would have little say & jurisdiction over what happens there. The Steering Group have decided not to change anything as this would cause unnecessary delays and involve more cost, and all to no tangible benefit either to the Plan or to the Village.*
7. Rita/Kathy updated report on Steering Group comments: *Kathy was thanked for compiling all the new comments.*
8. Gaps identified to be covered by Locality grant application: *these have been identified. We can apply for locality grant money, just under 9k. We can get free technical advice from AECOM (infrastructure firm), once Bluestone has come back to us with updates, we can then see what maybe needed from AECOM.*
9. Progress on decision on green space designation: *SB tackling this.*
10. Project management update: *look at next time, the group is happy to carry on with Bluestone Planning.*
11. AOB: *to get back in touch with Novell Tullett, invite Jane of NT to attend next meeting*
12. Date of next meeting: *the week of 8th June, dates to be sent out once Jane has been contacted.*