



Joint St Helen Without and Wootton Neighbourhood Plan

Minutes of the Steering Group (SG) Meeting Held on Wednesday 9 January 2019 at 7.00pm Wootton and Dry Sandford Community Centre, Wootton

Present: Carole Page (CP), Chair, Jan Banfield (JB), Dennis Walton (DW), Cllr Laurence Brockliss (LB), Cllr Philip Painting (PP), Cllr Richard Bahu (RB), Andrew Lane (AL), Kate Zarnecki (KZ)

Members of Public in Attendance: Cllr Mick Page (MP)

1 Apologies for absence

Apologies were accepted from Rose Osborne, John Ashton, Kate Zarnecki, Andrew Lane

LB confirmed he would need to leave the meeting at approx 7.30pm.

2. Declarations of Personal or Personal and Prejudicial Interests (PorPI)

No declarations were made other than those previously declared.

3 Minutes of Last Meeting

These were agreed as a correct record and signed by the Chair.

4 Matters Arising from Previous Minutes

Carried Forward Action: Contact with Wendy Quigley regarding preparation of an up to date budget – LB agreed to take this action forward.

Action: It was confirmed that the final version of the letter written by the SG had not been copied to VWHDC or PCs. However this will be done by JB. This action was completed.

Carried forward Action: CP to check whether the material was sent to Ian Bristow so that the website can be populated. LB agreed to urgently contact Ian Bristow to ensure the website was up to date. LB would also copy any chaser e mails to RB.

CP said that this is a priority as having an up to date website is very important as the Inspector will be looking for information through the website and it is thought he will correspond with the SG via the website e mail address regarding the information he needs within the specified time period of 21 days.

C/F action - P4 – 'Advert' Pantomime Programme – LB would send the programme contact details to RB so that the details can be sent to Brian Miller. This action was completed.



Action: It was agreed by the SG that CP would contact Ian Kemp and discuss the concerns raised. This was completed by CP.

Action: RB to circulate the link to the LPP2 section on the VWHDC website. This was completed by CP.

RB confirmed he would write an article by 15 January for the WADS newsletter. He would also check with LB to see if Wootton PC would be publishing a parish newsletter. This action is being completed by RB.

5 Matters Raised by Members of the Public

None were raised as members of the public were involved in the discussions that took place.

6 Neighbourhood Plan Update

CP updated the SG with the following:

Sam Townley has now left the VOWH. CP sent an e mail to A Maxstead asking for any update and timeline regarding Andrew Ashcroft being the Inspector of the NP. VOWH advised that all information had been sent to Andrew Ashcroft and contact should be made with the SG by the Inspector in due course (via the WADS website e mail address).

CP confirmed that she would contact the Inspector's office to introduce herself as Chair, refer to and let him have JB's contact details.

7 LPP2 Update

CP referred to the second letter from David Reid that had been circulated to the SG.

It would appear that the 6 week consultation period is not yet taking place.

Discussion had taken place with JA and the PCs regarding whether the SG should wait to see the detail of the LPP2 amendments before making any representations.

MP spoke of the communication with the Lib Dem Group of the VOWH. The PCs are urged to write to the Inspector and local MPs regarding the green belt issue. JA suggested that the PCs could write to the MPs and Lib Dem Group raising their concerns regarding the content of the 2 letters from the Inspector and asking for their assistance and support. It was confirmed that a letter had been sent and a response was awaited.

The SG was informed of a formal bid made by Abingdon Town Council to claim St HWO, Wootton, Radley, Sunningwell PCs as part of the future Boundary Review. Comments have been sent to VOWH. It is thought the review will begin formally in April 2019.

Due to the speed of events taking place from now - CP spoke of the need for PC Reps on the SG to keep their members up to date with discussions from the SG and communicate any issues they need to be aware of (out of committee if necessary).

It was noted that there is a need to keep SG business as a focus and remain as positive as possible in view of any boundary review.



(LB left the meeting)

Action: LB noted that when he contacted IB, he should ask IB to contact JB if he has difficulty with working on the website/checking incoming e mails – as referred to above. As a contingency, arrangements will be made for more than one person on the SG to have access to the website/e mail box etc.

8 Next Steps/Timeline

There was no further information to add under this items.

9 Communications and Media

This was discussed above.

10 Any Other Business

DW referred to the SODC e mail re their plan and the latest developments.

PP referred to whether there should be a meeting with the VOWH. CP referred to a previous e mail circulated to SG members regarding this question. Following discussion it was thought that it may be of benefit for the SG, PCs and VOWH have an off line discussion in due course.

CP referred to the e mail she circulated to the SG in December which covered the process that will be followed by the Inspector.

Whilst CP is away, JB will take the position as Chair of the SG.

The next meeting is due to take place on 23 January, a decision will be made nearer to the time as to whether this meeting would be needed – it will depend upon any further contact with the VOWH/Inspector. It was noted that the meeting scheduled for 13 February may also need to be rescheduled.

Next Meeting – 23 January 2019 - WADS – 7pm

Dates for 2019:

13 February, 6 March, 27 March, 17 April, 8 May, 29 May.