

Minutes of the Drayton 2020 Steering Group Meeting held at 7pm on Friday 15th November 2013 in the Caudwell Day Centre, Gravel Lane, Drayton, OX14 4HY

Present: Andrew Bax (Chairman); Pat Athawes; Janet Manning; David Mercer (arrived 7.10 pm); Pervin Shahin; John Scott; Tom Shebbeare (Vice Chairman); Richard Williams

Not Present: Diane Dunsdon; Richard Webber

In Attendance: David Perrow (Parish Clerk); Katherine Macdonald (VWHDC)

Minutes

2013/210 Public Participation One member of the public were present (Antonia Seymour), who took part in discussions throughout the meeting

2013/211 Apologies – Diane Dunsdon; Richard Webber

2013/212 Declarations of Interest. No declarations of interest.

2013/213 The Minutes of Previous Meeting held on 1st November 2013 were approved without amendment.

2013/214 Matters Arising/Report Back on Actions

Action points other than those detailed below were dealt with in a report which was taken as read.

- (a) Marcham Road/Fisher Close paddock. Clerk had now written to the landowner.
- (b) Cycle route map – Christine West had referred the Clerk to Alan Bourne and a reply was awaited from an email request to Alan from the Clerk
- (c) Clerk to follow up on Science Vale OCC contact. Awaiting reply from Karina Santiago at OCC
- (d) Clerk to renew contact with Sovereign Vale Housing Association. SVHA had now responded and were looking into the covenant said to exist about offering of bungalows in Caudwell Close to Drayton residents first; On housing possibilities on PC owned land in Lyford Close, they advise asking VWHDC about whether any housing would be likely to receive planning permission. **Action:** Clerk to contact VWHDC Planning dept. about Lyford Close land.
- (e) Village Hall – meeting between Drayton2020 and the Village Hall Management Committee. This is now arranged for Monday 20th January.
- (f) Examiner. Katherine Macdonald advised that once the Consultation copy of the NDP was submitted to VWHDC they would contact RICS to propose the names of three suitably qualified examiners. These would then be put to Drayton PC to agree the Examiner.

David Mercer arrived (7.10pm)

2013/215 DRAFT Neighbourhood Plan

It was recommended that specific details of senior citizen's housing in the village (Caudwell Close/Lyford Close/Alms houses) be added as description into the DRAFT NDP. **Action:** Clerk to draft a paragraph.

The DRAFT Minutes of the Parish Council's Planning Committee Meeting held on 13th Nov 2013 were available to the meeting. Recommendations for changes to the DRAFT NDP Consultation copy made by the Committee were considered as follows:

- (a) The Steering Group re-iterated that any Policies must be evidence-based, drawn from the Community Consultation Meetings or the Questionnaire results. New Policies must not be introduced by any one if they could not be evidenced.
- (b) Issues of layout and minor changes were referred to the Drayton20202 Plan Drafting Group, as specified in the DRAFT Minutes.
- (c) Upper Case/Lower Case. The Steering Group was advised that this formatting was now considered to be out of date, and that Policies should be picked out in shaded boxes rather than IPPER CASE. Explanatory text would be outside the boxes. The VWHDC's DRAFT Local Plan Part 1 is the model to follow.
- (d) Sustainability. Whilst this was a very important theme and concept to include in the NDP, how sustainability is interpreted (as opposed to defined) is still being debated.
- (e) Building Code. VWHDC advised that in its present form the Drayton Building Code was too restrictive. Using a hierarchy of 'Building for Life' and the VWHDC Design Code with additional information on Drayton only where necessary and pertinent would be advisable. There is no need to repeat details from the higher level documents. **Action:** Drafting Group to revise with advice from VWHDC.
- (f) Conservation Area. Phrase to use is 'Conserve and Enhance' NOT 'Preserve and Enhance'
- (g) Density. Agreed that overall density was not useful. Look at density issue for each site separately. Needs to be a generalised policy: overall density figure for all Drayton is not available and would not be useful anyway. Density will also be covered in the VWHDC Local Plan.
- (h) Requirements on Landowners. Too many requirements placed on landowners/developers would be interpreted as oppressive and aimed at deterring development, so would not be acceptable under the NPPF.
- (i) Requirements must be evidenced from the Community Consultation. There was no evidence that car clubs were wanted, so these should not feature in the NDP. There is a danger that exotic and expensive requirements might displace what the community actually wants from planning gains.
- (j) Solar Farms. These had not featured in Community Consultation. VWHDC will be including a policy on solar farms in their Local Plan.
- (k) Speed Cameras. Decided to leave the DRAFT NDP text unchanged on speed cameras.
- (l) Housing Strategy. This must address the VWHDC's housing allocation as a minimum. The NDP can exceed the VWHDC target if this is agreed locally, but it cannot reduce it.
- (m) Self build. There is a standard definition of affordable housing in the NPPF glossary. It cannot include self-build, VWHDC advise.
- (n) Self Build percentage. There is no need to specify this proportion.
- (o) Affordable housing in perpetuity? This may be possible to control for housing rented through a Housing Association, but would not be possible for houses sold.
- (p) Policy H4 – Provision for Elderly. Agreed to drop this policy. To be negotiated site by site. Text may say 'positively encourage' instead.
- (q) Phasing. VWHDC advised that it was not legally possible to specify phasing within a development. The Steering Group felt that it was also not advisable in that early residents might be surrounded by a building site for up to 10 years. Phasing between sites might be possible, but the Steering Group did not see any value in this.

- (r) Preferred sites. The Steering Group felt that ranking sites was unnecessary and would be unhelpful in negotiations with landowners/developers.
- (s) Permitted development rights. VWHDC advised that it would not be legal to remove development rights through the NDP.
- (t) Self-Build/Co-Housing/Smallholdings. The questionnaire responses had indicated some support for these three options to be available in the village, but no one had specifically signed up at the 18/19th Consultation event to take any of these issues forward individually.

Action: Richard Williams to organise a prominent box in the next Drayton Chronicle asking for residents interested in Self-Build/Co-housing/Smallholdings to come forward so that actual demand can be determined and presented as part of the evidence base.

Action: Katherine Macdonald (VWHDC) agreed to work with David Mercer to advise on amending the DRAFT Consultation copy of the NDP

2013/216 Project Plan schedule

VWHDC advised that for two reasons the May Referendum date now did not seem feasible: (i) the present DRAFT Consultation copy needed more work and input from VWHDC. A further 4 weeks would be ideal for this. (ii) The Examiner may need 3-4 months to agree the Examination copy.

A new DRAFT schedule might be:

- DRAFT Consultation copy to be revised until end 1st week Dec
- Steering Group to agree Consultation copy Friday 13th Dec.
- Parish Council to vote on Consultation copy either 3rd week Dec or 1st Week January
- Submission of Consultation copy for 6 week Consultation by Statutory Consultees and Community etc. beginning 2nd week January to end February
- 1 week for VWHDC to organise further 6 week Public Consultation – say end April. Selection and appointment of Examiner during this period.
- Examination May/June/July
- Amendment of Examination copy to Referendum copy, to take account of Examiner's comments – August
- Referendum – September 2014

2013/217 Meetings with Landowners update

(a) **Earl of Plymouth Estates.** A Design Brief was being devised by the developers and a workshop had been arranged with Drayton2020/VWHDC on 9th Dec to discuss and refine this.

Action: Clerk to ask E of Plymouth Estates reps to confirm VWHDC attendance

(b) **Land South of High Street – Savills.** Savills were also working on a Design Brief.

Action: Tom Shebbeare will contact Savills to arrange for the submission of the Design Brief to Drayton2020 and arrange a workshop date for Dec or Jan.

(c) Caudwell/WYG. No further news.

Action: Tom Shebbeare will contact WYG to find out what position they are at, and whether they also would be producing a Design Brief.

2013/218 Implementation Issues

(a) **Quick fixes.** Various suggestions were made for quick/cheap actions over the next 6 months. The Parish Council might be approached to fund a few of these, such as planting/greening the village.. Further consideration would be given to these ideas at the next meeting.

(b) **Drayton Hall refurbishment.** Drayton Hall had applied to the Parish Council for two grants to assist in paying for alterations. The immediate project, which would be going ahead in the next few months, was to refurbish the kitchen. The second project, for next Spring/Summer, was a small extension for

additional storage. It was noted that Drayton2200 reps would be meeting Drayton Hall Management Committee on Monday 20th January to discuss the longer term refurbishment options and that any potential conflict between short/medium/long term objectives could be discussed then.

2013/219 Finances and Fundraising

The Clerk reported that he had just received two final invoices for the 18/19th Consultation event. Available funds were about £7,330, with known commitments estimated at £2,250, leaving about £5,000 for remaining expenses, notably the production and printing of the various copies of the NDP.

2013/220 Any Other Business

It was **agreed** that professional graphic design on the Consultation copy might not be required.

Action: Janet Manning to let David Mercer have relevant photos of the village etc.

Action: Clerk to ask Derek Pooley for any event etc. photos

Action: The Drafting Group to consider which photos/illustrations might go where and if possible to drop them into the Word copy. Circulated copies with maps etc. in Word was a large file, and pdf was suggested where illustrations/photos were included, with text only sent in Word.

2013/221 The dates and time of Future Meetings were noted: All at 7pm at the Caudwell Day Centre.

- **Friday 29th November 2013**
- **Friday 13th December 2013**

The meeting concluded at 9.00 pm

Signed:

**Andrew Bax (Chairman)
13th December 2013**

ACTION CHECKLIST- DRAYTON2020 MEETING – 15th November 2013

Who	Action Point	Report back on Action
David Mercer/Drafting Group	Drafting Group to revise the Drayton Building Code with advice from VWHDC	
David Mercer/Drafting Group	Drafting Group to consider points raised in the Planning Committee Minutes not dealt with by the Steering Group	
David Mercer/Drafting Group	Katherine Macdonald (VWHDC) to work with David Mercer to advise on amending the DRAFT Consultation copy of the NDP	
	The Drafting Group to consider which photos/illustrations might go where and if possible to drop them into the Word copy	
Janet Manning	Janet Manning to let David Mercer have relevant photos of the village etc.	
Richard Williams	Richard Williams to organise a prominent box in the next Drayton Chronicle asking for residents interested in Self-Build/Co-housing/Smallholdings to come forward so that actual demand can be determined and presented as part of the evidence base	
Tom Shebbeare	Tom Shebbeare will contact Savills to arrange for the submission of the Design Brief to Drayton2020 and arrange a workshop date for Dec or Jan	
Tom Shebbeare	Tom Shebbeare will contact WYG to find out what position they are at, and whether they also would be producing a Design Brief.	
Parish Clerk	Clerk to contact VWHDC Planning dept. about Lyford Close land	
Parish Clerk	Clerk to draft a paragraph on senior citizen's housing in the village (Caudwell Close/Lyford Close/Alms houses) to be added as description into the DRAFT NDP	
Parish Clerk	Clerk to ask E of Plymouth Estates reps to confirm VWHDC attendance	
Parish Clerk	Clerk to ask Derek Pooley for any event etc. photos	