

# EYNHAM NEIGHBOURHOOD PLAN STEERING GROUP MEETING

in the Bartholomew Room on 10 November 2014 at 7.30pm

## MINUTES

**Present:** Gordon Beach (Eynsham PC Chairman), Richard Andrews (Eynsham PC Deputy Chairman), Jane Baldwin (Eynsham PC Councillor), Dennis Stukenbroeker (Eynsham PC Councillor), Eleanor Chance, Sue Chapman, Christine Dowling, John Dowling, Richard Higgins, Rosalind Kent, Marshall Leopold, Mike Nightingale, Posy Parrinder, Steve Parrinder, George Smith, Jane Thompson, Angie Titchen. Seven members of the public, including Peter Emery (Eynsham PC Councillor and WODC District Councillor), Charles Mathew (OCC County Councillor), Tim Jordan, Simon Davies and Sue Seddon.

14/6 Gordon welcomed the Group to the second meeting and said it was time for the Parish Council to step back and let the Group take conduct as it was important that the NP was community-led.

14/7 Eleanor, who attended the first meeting, said she was willing to become a member of the Group.

14/8 The election of Group officers was then discussed. Among the comments - Steve suggested there be a rotating chair. Angie said the Group needed a project leader and contact. John said a chair should be a public face and contact for the group. Richard Andrews said the Group needed a way to organize the meetings and get things done. Posy suggested rotation because of a need to share the burden but there was a need for a permanent person as a contact for raising of funds, etc.

14/9 The Group then decided to introduce themselves to the other members, outlining their past experience, their interest in the future of Eynsham and what they thought they could bring to the Group and the development of the NP. The members of the public were also invited to do the same and say what they could volunteer to the Group.

14/10 The Group then returned to the structure and goals of the Group. Among the comments - George recalled the previous efforts by the Eynsham Society in developing a plan for Eynsham. Their efforts in concentrating on employment and business contributed to companies such as Oxford Magnets and Siemens relocating to Eynsham. This approach would be beneficial as it would provide jobs for the people occupying new homes and reduce commuting as inadequate infrastructure was the biggest constraint. He also emphasised what the Group had to do to remain focused on educating itself and gathering the data base necessary to inform the Group about the people in Eynsham and to establish their needs and wants. The Group should engage outside organizations such as CPRE to benefit from their expertise in neighbourhood planning. Marshall said the Group needed somebody good at public relations and with business and commercial experience. It should also work with other local authorities and organizations although he highlighted the difficulties of this from his own experience. Work should be done to help bring suitable new businesses to Eynsham like small, tech start-ups such as those being encouraged by the Government.

Posy, having circulated her notes on her Masterclass in Northampton by email, provided copies for those who wished them, as well as circulating hard copies of the Locality 'Neighbourhood Plans Roadmap Guide'. She briefly outlined some things from the Masterclass - the importance of gathering the necessary background data and following a plan such as the Roadmap.

It was agreed by the Group that they should maintain a focus on achievable objectives and engage the local community, businesses, schools, health centre and other groups as soon as possible through a public meeting and seeking business involvement. Also the Group should do what it could to influence the draft Local Plan as the Neighbourhood Plan could possibly not be completed until the District Council's Local Plan was adopted.

14/11 Marshall said if the Group doesn't have a chair it should at least have a temporary convenor to start the public involvement.

Marshall agreed to chair the next meeting.

Posy agreed to act as convenor and prepare the agenda for the next meeting.

Angie agreed to take the minutes of the next meeting.

14/12 Dennis said he would contact Astrid Harvey, the WODC Community Planning Officer, to arrange a meeting with members of the Group so it could start working with the District Council.

14/13 Gordon reminded the Group that if they wished the Parish Council to make any provision in the precept the Group would have to provide a costed budget. Dennis reminded the group that the new grant funds from the Government were only available for a short time so an application would need to be made or the opportunity would be lost.

14/14 The date of the next meeting is **Wednesday, 10 December 2014 at 7.30pm** in the Bartholomew Room.

14/15 The meeting closed at 9.30pm.