

## EYNHAM NEIGHBOURHOOD PLAN STEERING GROUP

Minutes for the meeting held at 7.30pm, 9<sup>th</sup> April 2015 at the Bartholomew Room, Eynham

**Present:** Richard Andrews, Jane Baldwin, Eleanor Chance, Sue Chapman, Christine Dowling, John Dowling, Peter Emery, Richard Higgins, Charles Mathew (part), Posy Parrinder, Steve Parrinder, George Smith, Angie Titchen, Jane Thompson.

**Apologies:** Les Day, Ian Moore, Sharon Williams

**Chair:** Posy Parrinder

**1. DECLARATIONS OF ANY PERSONAL CONFLICTS OF INTEREST:** None

**2. PUBLIC PARTICIPATION:** agreed that this would be allowed throughout the meeting.

**3. MINUTES OF THE MEETINGS OF a) 24 February 2015 (amended) and b) 11 March 2015:** Agreed as an accurate record.

**4. MATTERS ARISING:**

- a) George Smith reported that Oxfordshire County Council had discussed the extraction of gravel plan for the County. A revised proposal, increasing the share from the Eynham area, had been passed by a narrow majority and the plan was now to go out for public consultation. Although a Neighbourhood Plan could not alter a decision, it could possibly insist on mitigation and it was thought worthwhile to establish a Gravel Task Group. George Smith was prepared to coordinate. Charles Mathew had previously offered his support.
- b) No-one has been found yet to join the Education task group.

**5. TERMS OF REFERENCE FOR EFSG, PERMANENT MEMBER LIST & ARRANGEMENTS FOR NOMINATIONS FOR CHAIR, VICE-CHAIR ETC:** The Parish Council had approved the Steering Group's Terms of Reference at its last meeting.

The interim chair (Posy) needs to know **a.s.a.p.** if members definitely wish to be part of the permanent Steering Group – to submit to the PC. Please contact if you have not already done so. Posy & Sue have managed to contact some of those who have expressed an interest as a result of the launch and there are a few more to contact by phone.

Posy is preparing broad role descriptors for SG officers. Angie Titchen suggested that post holders should participate in the process.

Posy is proposing to write draft terms of reference for the Task Groups. Angie Titchen suggested TGs could write their own and Jane Baldwin stressed the need to put terms of reference of TGs into the wider perspective of the Local Plan. It was suggested that some of the Task Groups could be merged

**6./7. REPORT ON THE LAUNCH 20/21 MARCH AND ANALYSIS OF RESPONSES:** Angie Titchen reported and it was agreed that it was a success and managed to engage many people in the community. A vote of thanks to Angie was approved.

Data analysis will take time but it was agreed that Task Groups should try to submit their reports to Angie by the end of April. All themes, theme descriptors and all the raw data should be sent to Angie. The Community Engagement Task Group would look at the whole and produce a structure for the main report for the meeting on the 19<sup>th</sup> May.

A discussion ensued on how best to reach out to the younger people (i.e. 20 to 50 year old demographic) in Eynsham who were significantly under-represented at the launch. John Dowling suggested that this demographic was in part that of parents at the 2 schools and that their co-operation might be helpful in reaching this essential component of village residents. He also raised the possibility of door to door approaches to reach these residents. George Smith suggested presentations in schools and approaching School Councils and John Dowling thought that children could be used to engage their parents through school “homework”. The Chair thought that schools might be resistant to this latter proposal. Jane Baldwin volunteered to contact the PTAs and School Councils.

The meeting gave rise to a provisional discussion of emerging themes from the Launch, namely that positive responses included independent shops, good bus service and the spirit of community while the negative themes were dog fouling, traffic congestion and parking. A provisional housing analysis identified 3 types of public response: dwellings in clusters of 10 or less, larger scale housing provision and opposition to any development at all.

Richard Andrews will pursue the possibility of setting up a Facebook page. Peter Emery was supportive of the idea of using social media.

**8. WEBSITE CLIENT BRIEF:** Richard Andrews outlined the various options available. Joan Stoneham is happy to continue to put material on the Parish website with appropriate links. A dedicated website would be expensive to set up – about £5000 – but other software e.g. ‘survey monkey’ might be useful for future projects. Richard to pursue.

**9. LOGO DESIGN:** Lorna Marrison, a local artist, has offered to design a logo for ‘Eynsham Futures’ but needs some guidance. Various suggestions about the nature of the logo were made but it was felt that the issue needed more thought. Please contact the Chair with any ideas.

**10. DATES OF FUTURE MEETINGS – CHANGE OF REGULAR DAY TO 3<sup>rd</sup> TUESDAY OF THE MONTH:** Agreed. This will involve just 1 clash with a Parish Council meeting in July this year. We will reschedule the EFSG meeting in that month. There will be an extra meeting on 28<sup>th</sup> April due to the otherwise long gap.

## **11. AOB**

- a) A discussion followed about the Chair’s report on the Neighbourhood Plan to the Annual Parish Council Meeting on 21<sup>st</sup> April. There was some disagreement about what the anticipated housing delivery in the Eynsham/Woodstock sub area for the period 2015 to 2031 was expected to be. John Dowling proposed an amendment to the Chair’s document to include more detailed figures from the Draft Local Plan- i.e. that the Eynsham Woodstock housing quota in the WODC LP 2011- 2031 was 1631 dwellings (of which 315 are already completed, 387 have planning approval, 400 are windfall/infill, and the SHLAA quota is 529. Source: section 9.5.37, table 9.4 WODC LP 2031.) The amendment,

to include this level of detail was defeated by 7 votes to 2. Peter Emery and Charles Mathew suggested that current indications are that about 250 – and maybe more – extra homes will need to be built in Eynsham before 2031. Peter Emery supported the idea of a Neighbourhood Plan as there are potential extra financial benefits from having one approved. It was agreed these ideas be incorporated in the Chair's report.

- b)** The NP launch prize draw was won by A.D. Walter of 15 Beech Road.
- c)** The interim Chair reminded members of the need to consider nominations and seconders for permanent officers of the Steering Group for the next meeting.
- d)** The Police Open Day is on June 6<sup>th</sup>. It was suggested that it would be useful to have a presence there.

**12. VOLUNTEER TO TAKE MINUTES AT THE NEXT EXTRAORDINARY MEETING ON 28/04/15:**

None forthcoming

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