

BPC Neighbourhood Plan Advisory Committee
Minutes of the meeting held on Monday, 21st. August, 2017
7.15 p.m. in the Botley Centre Committee Room

Present: David Grinham, Chairman (DG), Cllr. Colin Mercer, Vice Chairman (CM), Cllr. Ron Clark (RC), Cllr. Sue Grinham (SG), Cllr. Jeff Jones (JJ), Stephen Wildin, Project Manager (SW). Hugh Dixon (HD), Bob Nimmo (BN), Rosemary Nimmo (RN).

Non voting member: Mike Turnbull (MT)

Visitor: Stephen Harris (SH)

1. **Apologies:** Cllr. John Gorham, Derek Oswald
2. **Declaration of Interest:** There were no declarations
3. **Minutes of the previous meeting on 24.07.17**

Minutes of the meeting held on 24th. July, 2017 were agreed to be a correct record.

4. **Matters arising:** There were no matters arising.

5. **Project Manager's report**

SW first welcomed Mike Turnbull to the group and introduced Stephen Harris, an interested visitor. He reported that the Plan was progressing – the Transport group is considering CM's draft paper and the Housing section is still being worked on. A further meeting with the EBC Planning team has been arranged for September 6th.

He had circulated an official guide containing the main points for preparing a Neighbourhood Plan (NP), which made sobering reading. Failure to engage with the public at an early stage was the main cause of problems later.

6. **Public Consultation**

- (i) **Methodology and leaflet contents,**

The Chairman is representing DO who has been working on the consultation but cannot attend tonight. He said that we must present the consultation in a way that inspires confidence in the public so that they will want to engage with us. Too many complicated questions will just induce panic.

All agreed that the questions must be clear, concise and as unbiased as possible and backed up by good, informative graphics. CM suggested 15 to 20 in number, but this was not finally agreed.

MT has offered to help with the consultation and has met with DO. There have been numerous emails going around, with differing views but there is general agreement on the consultation leaflet format. This will be a four page A5 booklet with maps on the second page and a perforated tear-off sheet for the questions.

MT presented a draft front page, which differed somewhat from DO's first draft in wording and presentation. It was thought to have good points for consideration. Comments were made as follows :-

- DG thought there should be more information about the NP, emphasising its statutory and community power.
- RN said that we should make it clear that there will be more consultation to come – this is just the beginning of the process.
- SG wanted the by-pass route made more clear and MT asked her to draft out details for him.

(ii) Leaflet questions

There was extensive discussion about the content of the questionnaire. The Secretary read extracts from previous minutes which established the subjects for consultation.

These were:

Housing at BO2, with the provisos we have previously discussed.

Other housing, including small sites

The by-pass

It was agreed not to include any other transport matters as the Transport paper is not yet complete.

The following points were made during the discussion:-

- DG reminded the group that we had agreed on a stance of no more housing, apart from small windfall sites, but we must ask if the public agree. Also a definition of the number of units for small sites was needed (e.g. up to 15).
- CM said that BO2 is an EBC strategic policy, and if left out, the NP would be rejected. We could suggest another site for the 300 houses, if there was one, but the Plan must conform to the general direction of travel of the local planning authority. (The status of BO2 can be confirmed at the forthcoming meeting with EBC).

We can ask the residents if they agree with the by-pass route, but must not give the impression that it is likely to change. The same applies to the development at BO2, where we should point out the community benefits that could accrue.

- The Chairman said that BO2 was not a "done deal" yet and we can still ask if public opinion is in favour. If we go wrong Tony Charles will advise us later.
- JJ said that a public objection to BO2 would demonstrate a powerful community voice.
- SG commented that there would almost certainly be a legal challenge to the EBC proposals for the Fair Oak area, so the Local Plan may be some time coming.
- RN asked about the financial status of the by-pass and whether BO2 was needed to support it. CM replied that the government has promised money for roads, from the vehicle licence tax, and indications are that significantly more may be coming.
- JJ said that we should be careful not to spread the consultation questions too widely and they should be kept short.
- RC thought that questions from the previous survey should be assessed for possible inclusion.

The Chairman said that it had been a very useful discussion and suggested that the composition of the questions should be delegated to a sub-group. It was agreed that this will be MT, CM, SG and DO, if available. DG will join in towards the end as he can easily arrange a professional review of the questions to avoid any bias. MT will collate the input which can be done remotely. CM has an online questionnaire with a format that will work well for those who prefer to reply in this way.

(iii) Dates and timescale

Questions to be decided during the coming week.

- MT can get leaflets printed very quickly, say by the first week in September, ready for distribution by the 9th/10th.
- Questionnaires to be returned by 30th. September.
- SW has access to an estate agency who deliver large quantities of flyers and should be able to help. He will pursue this.

It was agreed that DG and CM will approve any quotations and Janet will then place the orders for the Parish Council.

(iv) Other communications

a) DO is organising a drop-in session in this room on the 16th. September. CM thought that this was for stakeholders only but the committee agreed that it should be extended to everyone and take place in the Diamond Jubilee Hall. This will not be a full exhibition but a simple, effective and informative display. We can borrow display boards from the History Society.

Suggested items for the display are:

A2 and A3 plans of the by-pass.	}	(CM)
Enlarged copies of the BO2 plans.		
Large Parish map.		
Laminated SLAA copies.		(SW)
Plan of improvements to the Maypole roundabout, possibly.		

b) A small information display, with drop-in box for comments, will be sited in the Centre foyer for a period of two weeks during the consultation.

The Chairman thanked everyone for their work, particularly the Communications team.

7. Proposed quarterly BPC seminars

The councillors have expressed the wish to be more informed about the NP and to keep up with progress as it develops. A quarterly meeting has been suggested, with input from DG, SW and other members of the working groups, as appropriate. The committee were happy about this and a first meeting will be arranged for a Tuesday in October.

8. Any other business

SH asked why the consultation was not dealing with the many other community concerns. It was explained that they were being addressed in the preparation of the Plan and would come up for consultation later.

CM reported that the order for the traffic survey at Boorley Green had been placed by the PC. Costing £480, it will take place the first week in October. Results should be available within a week.

Mike Turnbull and Stephen Harris wish to join as Advisory Committee members.

CM and SG, on behalf of the BPC, are to meet with Annie Tomlinson of HCC Highways, at the Castle. Janet is arranging a suitable time (not 9.00 a.m. as suggested by HCC!)

9. Date of next meeting

Monday, October 2nd.

R.A.F. Nimmo, Secretary.

28.08.17