

# Benson Neighbourhood Plan Steering Committee Meeting

## 18 September 2017

### Minutes

Present – Jon Fowler (JF), Philip Murray (PM), Dave Rushton (DR), Catherine Murray (CM); Martyn Spence (MS); Frank Farquharson (FF), Andrew Ashcroft (AA); Edel McGurk (EM)

Apologies Michael Winton (MW)

Actions highlighted in **bold**. SC = Steering Committee

1 Actions from the previous meeting were reviewed. All were discharged except for the following:

1.1 The action on DR, FF and EM to discuss library provision has been partially discharged: it has been concluded that EM is not required for a meeting given the possible impact on green space is no longer expected.

**Action DR** to approach county council library services for a discussion. **Action FF and DR** to liaise over seeking from the developer the information likely to be sought by OCC.

1.2 Budget - A request to SODC for additional funds to cover the preparation of the Basic Conditions Statement (2 days) and amendments to SEA (1-2 days) is outstanding.

**Action JF** to approach SODC for release of some additional funds.

1.3 Consultation Statement - JF is still awaiting confirmation from all SC members that they have provided summary details of all meetings attended so they can be noted in the statement.

**Action all** NIL returns required.

2 Update from meetings with developers and SODC

2.1 DR and PM reported back on very positive meetings held on 18/9 with OCC (Highways team) and SODC - their advice will be reflected in the plan, in particular sections dealing with transport matters.

2.2 SODC provided advice on a number of matters including: the timetable for next steps of the process; handling some of the comments made at the pre-sub consultation; and progress with the HRA work. AA reminded the SC that the Plan cannot be submitted until the HRA and SEA are ready.

**Action FF** to talk to EA and Thames Water regarding their comments on the waste water issue.

**Action DR** to email OCC requesting a meeting with safety officer as agreed at the meeting on Monday 18/9.

2.3 The SC discussed the question of whether a Boundary policy should be incorporated into plan, given that it risks being challenged. It was concluded that our approach, with a strategic proposal at the heart of several housing allocations is the most likely to be successful. It was agreed that this primary policy should be renamed as a 'Housing allocation policy'.

**Action JF** to amend the policy title.

2.4 A productive discussion was held on 18/9 with the developers bringing forward proposals on Ben 1, 2 and 3/4. The discussion centred on how the developers could work together to ensure that the full relief road is funded. AA advised that the SC focus on its remit which is to put in place a well-evidenced plan that meets the basic conditions.

### 3. HCA Letter

3.1 The SC noted the support expressed by HCA for the relief road, though the position with regard to development at Chalgrove remains unclear.

**Action JF** to check the consultation statement reference to this.

### 4. SEA/SA update

4.1 This is progressing. To complete the SEA, Neil Homer will need confirmation of the full and final set of policies. The Landscape Character policies are the last remaining to be finalised (see Item 6 below).

**Action EM** to email final wording asap to JF.

### 5. Workstream Updates

5.1 The SC was provided with brief updates from all team leads:

- DR is working on the transport statement presenting the rationale for the relief road. **Action FF** to resend his email advising DR on the Flood Zone matters.
- MS no further updates.
- EM needs SC advice to finalise the position of the Landscape section (see Item below), and is working on updating some aspects of the supporting evidence. Finally, the Green spaces map is being split into two separate maps with Alice Jones Evans' help.
- CM is working on heritage policies and appendices. The Design Statement has also been updated to take account of SODC advice. A new appendix containing the character assessments is in prep.
- JF has been updating the policy numbers in the master version of the plan. References to the new policies will need to be updated in the consultation statement. PM noted that all appendices references in the plan have been annotated in red text for ease when the final numbers are available.

### 6. Landscape Character and Setting

6.1 EM referred the SC to the question circulated by email in advance of the meeting, namely whether the Landscape Character & Setting section should remain bundled with the Environment policies, or moved to the front of the plan to reflect the importance of the vegetated buffer in addressing the settlement coalescence issue amongst other factors. The SC concluded that the policies should stay with the Environment section, but with appropriate cross-references in the front

of the plan. (This is partially to avoid the need for a large number of consequential changes to the para numbering the plan which has been done manually).

**Action EM** to send JF the final Landscape Character & Setting section/policies

6.2 AA has crafted a skeleton for a Vision to go at the front of the plan. This will act as an accessible summary of what this plan is setting out to achieve, providing the examiner with a helpful high level overview of our strategy. Some of the content that DR has been working on will be incorporated into this Vision.

**Action EM/CM** to provide AA with suggestions on other elements to cover.

**Action AA** to expand the Vision content, taking text from DR's draft Relief Road rationale.

## 7. Consultation Statement

7.1 JF now owns this document and will do some cross-checking for completeness. The final version will include some photographs of the community consultation events hosted by the SC over the past 18 months.

7.2 PM has sent the consultation statement to SODC (Gary Palmer and Ricardo Rios) for interest/comment. In PM's absence, JF will receive any further comments and finalise the whole consultation package.

## 8. Local Plan Housing Figures

JF flagged that SODC has sent an email providing Local Plan Housing Figures which don't tally with our understanding. JF has emailed RR seeking clarification of the figures provided. **Action JF** to report back.

## 9. AoB

9.1 EM flagged that the lengthy TVERC data report needs to be included as part of the evidence base for GI section. Noted by JF.

9.2 PM sought clarity on where the consultation statement goes in the plan? AA advised that this will be one of 3 submissions docs, including the NP, Consultation Statement and Basic Conditions Statement. The SEA and HRA, if required are linked docs.

9.3 JF has sought a date for a village meeting 4 Nov. Day time on Saturday.

10. Date of next meeting: 10 October.