

# Benson Neighbourhood Plan Steering Committee Meeting

04 Jan 2017

## Minutes

**Present:** Jon Fowler (JF), Dave Rushton (DR), Edel McGurk (EM), Frank Farquharson (FF), Michael Winton (MW) Philip Murray (PM), Catherine Murray (CM)

SC= Steering Committee

Actions highlighted in **bold**

### 1. Review of Actions from previous meeting

1.1 PM contacted Helene Donegan and confirmed that she is moving back to France so unable to help further.

1.2 EM talked to FOBS, resulting in an agreement with Benson School Headteacher to run an event on the school premises for parents.

1.3 PM has drafted the invitation to volunteers to come forward to help with a number of jobs. It has been concluded that the SC does not need PR help per se, this is more about comms support. The invitation will cover a number of jobs including: write-up of drop in event comments and a production role for the Plan (requiring desktop publishing skills).

#### **Action PM to send invitation.**

1.4 The Comms sub-team will be bolstered by Emma Simpson. (Nick Duncan is stepping down, Paul Day is keen to continue.)

1.5 Actions to publicise the planning application deadlines for Ben 1 & 5 are complete

1.6 Follow up actions wrt RCOH report complete.

1.7 Gavin MacLauchlan has been commissioned by EM to take some drone footage. Higher quality footage could be secured through using a DSLR from an aircraft, but it may not be possible to arrange within the timeframe. (Emma Simpson has offered to talk to her husband about the possibility) The SC discussed the purpose ie to illustrate the green space around the village and its setting. DR is seeking shots of traffic pinch points at busy times of day if the timing is right. (In any case, stills of this aspect to illustrate the plan will be needed.)

#### **Action EM to follow up with Emma Simpson about taking footage from light aircraft.**

### 2. Update on recent meetings

2.1 Chalgrove meeting with GVA and Berrick Salome reps - This involved a tour around the villages, to a pre-programmed itinerary illustrating specific traffic issues, accompanied by two traffic reps and a town planner. They asked useful questions about solutions already considered and alternatives. GVA have gone away to look at options. The traffic figures and predictions appear well aligned with those of GVA. The meeting also involved sketching options on large maps. In discussions about funding an edge road, generally

the preference is to collaborate with developers. DR and JF made clear that any road would need to be 6 metre in width to accommodate HGV traffic. GVA will now enter into discussions with developers and their agents.

2.2 JF met with AA to discuss placement of a green corridor around the village. This can be included in our pre-submission plan, and can be amended as required in time for the final plan. Our comms with the village will make clear that this is being created as green infrastructure for an edge road in future. We will want to maintain a buffer such that we do not coalesce with Rokemarsh.

2.3 Forthcoming meetings: David Wilson Homes is hosting a community briefing session on Fri 6th Jan, which will be preceded by a session for stakeholders. DR and JF plan to attend. The Parish Council plans to meet with David Wilson Homes on 23 January. GVA is hosting an event called an 'Enquiry by Design' on 19-23 Jan, with a view to preparing a planning application for Spring submission.

### 3. Village Event in early Feb

3.1 The SC agreed to host a single event on the Friday night, encouraging all villagers to attend (Children welcome). We will offer refreshments (Free glass of wine, tea/coffee and nibbles (sausage rolls, crisps etc). The SC concluded that running a pay bar with tokens was an unnecessary complication (most people will be sensible and take one glass). We will log the number of people who attend but not ask for a register on the door.

3.2 The session format will be a presentation, that builds a story, with display boards at the rear of the hall, which people can look at either before the event (if they arrive early) or afterwards. The presentation will be followed by a Q&A session. The presentation will cover:

- No of sites and current status of applications
- 5 year land supply issue and SODC's approach. Latest government position ie 3 yr land supply
- Edge Road and Chalgrove Development (incl Watlington position)
- SHMA figure (190) and how it was reached
- Stages of NP
- Progress with the plan and the timeline
- Key Policies (this will simply highlight a few key examples to illustrate; the detail will appear on display boards.)

3.3 The Display Boards will illustrate the potential route for the Edge Road and some detail on Policies.

3.4 For the purposes of planning refreshments, attendance was estimated at around 200 people, requiring 30 - 40 bottles of wine (bought on a sale or return basis). Glasses can be sought from Waitrose. Volunteers will be asked for sausage roll/snack contributions. If volunteers are not forthcoming, the WI will be approached for help.

**Action FF to arrange the refreshments.**

**Action PM to email the volunteers asking for volunteers to cook/provide nibbles.**

3.5 The SC discussed publicity and scope for drawing people's attention using a large banner. These can be expensive but effective if a suitable position can be found. MW suggested a series of small roadside signs in the run-up to several local junctions, each including just a couple of words getting the key message (event, date, location) across. PM advised that publicity should begin c 16 Jan.

## **Action PM to talk to Emma and Paul and plan an approach.**

PM's 5th Jan NP messages meeting - need commonality in messaging.

3.6 The SC debated the merits of inviting SODC, but concluded that this could be counter-productive. It could cause a distraction from the main purpose of the event which is to share information with the community and promote a conversation about our emerging plan.

## 6. AOB

6.1 EM sought views to inform the proposed Event at School after drop off. The SC discussed the best timing for the event (late Jan or mid Feb) - we want to avoid deterring this group from attending the 3rd Feb whole village event, but running too far into Feb risks being too late, given the intention to submit the plan in Feb. The timing will be dictated by half term - school closes on Fri 10th Feb. The event will have an 'drop-in' format, perhaps with a short introductory briefing and a small amount of display material. We could print key messages on a leaflet for people to take away.

## **Action EM to consider further, book with the School Office and seek help from other SC members.**

6.2 PM sought advice on answering a question submitted online.

6.3 PM suggested an update meeting with John Howell. SODC having a meeting on 20 Jan for all parishes about local plans

6.4 DR updated the SC on recent discussions with OCC about Salt Store (also attended by JF and EM). OCC is considering the request to arrange a lease with the PC enabling use of the site as a combined car park and nature conservation site.

## 7. Date of next meeting

Mon 16th Jan, 7pm in Parish Hall.