Shiplake Neighbourhood Development Plan Steering Committee

Meeting No 15 – 21 03 2018

Draft Minutes

Present: David Pheasant, David Bartholomew, Will Stephens, Emer Bollinghaus
Apologies: John Walker, Susan Mann, James Dalzell

1.	Minutes of last meeting of 21 02 2018 Approved	PB/ALL
2.	Alternative Governance with PC– Update re last PC Meeting DP Updated the meeting regarding current status of Governance procedure, which he confirmed remained as originally agreed and has been followed to date.	DP DP
3.	SODC Meeting 13/03/2018. Confidential Strategic Discussion of Plan B which has emerged over last 10 days The possibility of amending the boundaries of the proposed NP to take in some land currently within the Harpsden was discussed as was the issue of some credit being given to the Shiplake NP for the grant of consent at Thames Farm. Not clear how this might move forwards if at all and pends further discussion with SODC in particular by Tudor Taylor. Unlikely that an early resolution of Harpsden's position within or outside of JHHNP will be forthcoming. Thames Farm allocation in part to Shiplake NP to be followed up It was also confirmed from the meeting with SODC on 13 March that focussing on settlements not parishes was key in relation to achieving numerical quotas. Therefore important that the list of consents granted since 2011 be allocated between the 2 settlements PB to have one final discussion with AECOM regarding boundaries of SEA scoping report and the inclusion of land between Woodland Road and Thames Farm, Wyevale Site, and land to north between current NP boundary and true parish boundary. Agreed that if AECOM stand firm then proceed with draft 3 of scoping assessment and its plan. PB to also request deletion of reference to scoping report being displayed on shiplakevillages.com, which remains in draft 3 at present in view of sensitivity of residents having early sight of the scoping assessment document. Intention is to display for information slightly later on when more clarity on this item and also 4 below	SM/DP/PB DP/DB SM SM PB
4.	Boundary Changes with Harpsden. As above	DP
5.	Funding Application Submitted to SODC – Cash received. Locality/AECOM SEA – funding approved scoping assessment draft awaited Ditto – Evidence Base and Policy Review – Approved in principle. Timing of commencement of evidence base/policy review to be discussed with AECOM. Con call to be set up.	DP/SM/PB PB/DP

	Intention to seek approval to overall Health Check consultancy following completion of SEA noted by all.	ALL
6.	Report on results analysis of Questionnaire appx results and publication on web – Completed-DP to summarise any key issues that need to be considered in the draft NP DP will circulate a note with key themes and anything he believes may need to be part of the NP. He will also do a note to all residents as part of his regular update – Update on progress Remains outstanding and to be undertaken.	DP DP
7.	Update on letters received and discuss any actions to be taken: **Old:** 1. Initial from R Wild obo 12 residents ie 6 properties 8 Nov re New Road – *Ongoing emails received* 2. (Ongoing) from M Denehey and wife 17 Nov re New Road 3. Lord Wrottesley re NP general and sites 39-42 18 Dec 4. James Parsons New Road re New Road 09 Dec 5. Jane Edwards New Rd re new Road 11 Dec 6. John Bocock New Road re New Road 28 Nov 7. Sara Smith New Road re New Road 4 Dec 8. Chris Elliott – Thornfield House, Crowsley Road. Re New Road 04/01/2017 9. Kevin James Lashbrook Grange – Info request only 10. Kate Oldridge New Road re New Road 02/01/2018 11. Chris Penrose General observation re statistics/referendum etc 03/01/2018 12. Further letter from R Wild and also correspondence with PC see below/attached 13. Request from Charles Wright for breakdown of stats at exhibition 14. Joanne Stone (extant objection to New Road) DP to visit and review extent of *Shiplake Honey Business* 15. Cate Avery – Objection to Site 30. No action needed, objection noted **New:** 16. Charles Wright re Definition of Brownfield Land. 17. Pete Waller Bask. Lane – Info request. Very happy with info provided Above matters noted by all	ALL
8.	Outstanding on Report Writing/Content Assembly, CAD and other plans etc - Environment and Sustainability plus SEA (Scoping Report Underway) - Shared Space Feasibility – Order placed £5,700. Discussed possibility of presentation at PC AGM in May - Landscape Character Assessment and Report – Kirkham to finalise/agree ongoing elements - Evidence Base PB has started to pull together. Est 80% done Circulated to SM and EB for review - Projects – White gates, Shared Space, Any Bio diversity proposals, - Crossing to A 4155 as part of Shiplake Cross proposals added to policies - Delivery Strategy -Updating Plans, Photos etc NB Constraints Plan in particular (largely done) - Anything else?	DP/PB WS/PB DP/WS/PB PB/DP SM/EB/DB SM/EB WS/PB/DP DP/PB/WS WS/PB ALL

	All were reminded to check what elements they were responsible for and to finalise draft asap	ALL
9.	Progress re Meetings with major landowners. Wyevale and Shiplake Motors. Planning Application for B1 and Residential mixed due shortly. Alex Hersham presented to PC at last meeting. Noted that presentation made and PC to respond in due course probably once application submitted Schwarzenbach – nothing further Phillimore – Working on layout for c.40 m wide strip for us/PWG to review Gamble - Site 27 Savills Act for them. Been heavily committed on other issues and not really thought about but may begin to do so Adjacent to Kingsley (see plan). Meeting Held with I McKean Possible windfall of 1 or 2 units, but no certainty at this time Rugby pitches – Update Memorial Hall – Update Discussed information regarding possible requirement change. Clarity awaited	PB DP JD/PB DP/PB DP/PB DP/PB PB/DP DP DP DP
10.	Forward Planning/Milestones Landscape complete say late March? SEA Scoping say 2nd week March – (Draft incl extra land approved). Secure Grant Aid say (Approved) SEA Order say 14 March (Placed) SEA Report 14 April (trying for 3 months from start) Report Updated in tandem to 30 April Proof Read April Meet residents/objectors March /April	All
11.	Landscape Character Assessment /Green Gap Report . 2nd Draft of report reviewed and amends proposed to update sites. Report can be finalised when PC happy with sites. Additional brief to be agreed 13 April meeting	Order placed and work being done
12.	Shared Space Feasibility update PB to see if information on Land Registry site might be suitable/available to determine private v public ownership. DB agreed to contact appropriate OCC officers in relation to WS request for information on highway boundaries and accident record. WS to email DB with precise requirements.	WS/PB PB WS/DB
13.	Community assets? List provided and to be supplemented with allocation of Plowden Arms. Need to refer in draft report. Plowden Arms now to be removed from list	DP/ALL
14.	Timings and Project Plan update. JW to Update per above	JW
15.	AOB/Next Meeting DB left meeting at apprx 9.35. Meeting closed at c 9.50 pm NB: Post meeting note – PB confirmed later in the evening that a review of site 4/5 indicated an error in the extent of land and would only support c 4 or 5 units. He has updated the draft report and site template to reflect this updated information	ALL PB