Shiplake Neighbourhood Development Plan Steering Committee

Meeting No 16 – 18 04 2018

Draft Minutes

Present: James Dalzell, David Pheasant, Susan Mann, Emer Bollinghaus, Will Stevens, PB
Apologies: John Walker, David Bartholomew (notes of his opinions on the matters for discussion received)

1.	Minutes of last meeting of 21 03 2018 & any arisings Approved with DB updates		PB/ALL ALL
2.	Governance with PC– Outline of contents to be taken/approved at May Meeting. Approval of NP and Documents to be taken/approved at June Meeting Noted		DP
3.	Update re SODC/Harpsden and Henley Harpsden not likely to co-operate on changed boundaries at the present time, further dialogue required		SM/DP/PB DP/SM
4.	Proposed content of Transitioned NP 1. Which NP boundary to use old or new 2. If old do we add supplement to plan for long term boundaries 3. GDB's Yes or no 4. Location of GDB's if yes 5. Site allocations Lower Shiplake and reasons/evidence 6. Site allocations Shiplake Cross and reasons/evidence 7. True 'Green Gaps' and also areas of Valued Landscape inc Henley Green Gap by reference to Landscape report from Kirkham to be updated/incorporated 8. ? Wyevale Treatment? 9. ?Mt Ida Treatment? 10. ? Schwarzenbach Treatment? 11. Land between Thames Farm and Woodlands Road houses?	Agreed/Votes Old - Unanimous Yes - Unanimous Yes - Unanimous Excl 4/5,6,7,8 Unan. Just Shiplake Motors Unanimous 2 college sites plus site 30 unanimous Noted by all Extant Alloct Unan Extant No Alloc Unan Extant No Alloc Unan Extant No Alloc Unan	DP to provide evidence Refer to Green Gap fr Lsc. Report
5.	Agree Policies/Content for New NP (see separate sheet below) See notes below		ALL
6.	How to deal with transition and existing Housing Content Agreed need to keep old section on housing/allocations for audit trail - Unanimous		ALL
7.	Results/outputs of Evidence Base Review SM broadly happy some elements still to check. EB will review shortly		SM/EB/DB SM/EB
8.	Consultation Statement/Log (including to PC and not seen by SG) DP is now actioning/preparing this element of the document and to meet and discuss with SM.		SM/DP SM/DP

9.	Agree Structure of New Document – Report, Appendices, Evidence, Consultation Statement/Log……ANYTHING ELSE? Agreed - Unanimous	ALL
10.	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. Update to residents done, report published on web. Work to do on key themes	DP DP
11.	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 16. Charles Wright re Definition of Brownfield Land. 17. Pete Waller Bask. Lane – Info request. Very happy with info provided **New** 18. Savills obo Phillimore – Letter re maintaining Allocation site 30 etc Respond after this meeting has considered Agreed can advise Savills that SG supports the ongoing allocation but matter still requires PC approval	PB
12.	Outstanding on Report Writing/Content Assembly, CAD and other plans etc - Environment and Sustainability - SEA Scoping Assessment done, consultations underway and report underway - Shared Space Feasibility- Outputs and Drafting of Report Content. - Landscape Character Assessment and Report – Met 13 April update in hand - Evidence Base PB drafted with SM, DP and EB for review - Projects – White gates, Shared Space, Refurb White gates at SC - Any Bio diversity proposals, See Policy written by PB, anything else? - Crossing to A 4155 as part of Shiplake Cross proposals added to policies - Policy added re Mem Hall land and the future - Delivery Strategy -Updating Plans, Photos etc - Anything else? ALL to action those matters they are responsible for urgently given new time table	WS/JD DP/PB WS/PB PB/DP PB/SM/EB WS WS/JD PB PB DP/PB/WS WS/PB ALL ALL

13.	Progress re Meetings with major landowners. Wyevale and Shiplake Motors. Planning Application for B1/B2 and Residential submitted 20 March. SM at risk of lagging behind 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 Rugby pitches – Update Memorial Hall – Update (policy written in latest draft)	PB JD/PB DP/PB PB DP/PB DP/PB DP DP/PB
14.	Forward Planning/Milestones Landscape complete say early May SEA Scoping (Approved and Issued for Consultation). Secure Grant Aid (Approved) SEA Order (Placed March/April 2018) SEA Report (draft awaited May or early June) NP Draft Report to be complete 18 May Evidence Base to complete 18 May Consultation Report and Log to complete June 1 Proof Read End May Further residents Consultation and meeting to be discussed and agreed Final Review Pre- handing over to PC for approval 3/4 June PC to approve 11 June Submit / upload for Consultation 12 June onwards	All
15.	Landscape Character Assessment /Green Gap Report . 2nd Draft of report reviewed and amends proposed to update sites. 13 April meeting agreed way forwards and updates. Quote for extra work awaited.	Order placed and work being done
16.	Shared Space Feasibility update Work behind programme. Initial outputs due next week following further local inspection. SM to provide plan of Northfield Road Users responsibility	WS/PB WS SM
17.	Community assets. List to be included in NP report	DP/ALL
18.	Timings and Project Plan update. JW to Update per above	JW
19.	AOB/Next Meeting	ALL

List of Existing Policies

<table>
<tr><td>L.SV1</td><td>Shiplake Villages ‘Green Gap’ and Valued Landscape Designation and Protection (see also H.SV5)

i. Lower Shiplake – Shiplake Cross Local Gap and Valued Landscape;
ii. Lower Shiplake – Shiplake College Local Gap and Valued Landscape
iii Shiplake Cross – Binfield Heath Valued Landscape
iv Shiplake Cross – Dunsden Green Valued landscape
v Shiplake Cross – Warren Fields Valued landscape
vi Lower Shiplake – Henley on Thames Local Gap (part)
All items agreed, last item to deal in annexure and refer to Landscape report findings</td></tr>
<tr><td>L.SV2</td><td>Development to Respond to Landscape and Villages Character – Agreed by all</td></tr>
<tr><td>H.SV1</td><td>Providing Sites for Sustainable Residential Development inside GDB’s
Recommended Sites – Agreed by all

<table>
<tr><td>Settlement</td><td>No</td><td>Location</td><td>Number of Units</td><td>Timescale</td></tr>
<tr><td>Lower Shiplake</td><td>21</td><td>Shiplake Motors Site Northfield Road</td><td>7-8</td><td>2-4 years</td></tr>
<tr><td></td><td></td><td>Total LS</td><td>7-8</td><td></td></tr>
<tr><td>Shiplake Cross</td><td>43</td><td>R/O Henley/Reading Rd</td><td>4</td><td>1-2 years</td></tr>
<tr><td>Shiplake Cross</td><td>44</td><td>Henley/Reading Rd</td><td>4-6</td><td>1-2 years</td></tr>
<tr><td>Shiplake Cross</td><td>30</td><td>Plough Lane</td><td>15-17</td><td>2-4 years</td></tr>
<tr><td></td><td></td><td>Total SC</td><td>23-27</td><td></td></tr>
<tr><td></td><td></td><td>GRAND TOTAL FOR PARISH</td><td>30-35</td><td></td></tr>
</table>
</td></tr>
<tr><td>H.SV2</td><td>Development Outside of the GDB’s - Agreed by all</td></tr>
<tr><td>H.SV3</td><td>Re- Balancing of House Sizes for Younger and Down Sizing Families – Agreed by all (and PB pointed out that may be unpopular with residents proposing to develop within own existing plots)</td></tr>
<tr><td>H.SV4</td><td>Design/Needs Brief for Larger Sites Agreed by all</td></tr>
<tr><td>H.SV5</td><td>Development in Open Countryside/Protection of Open Countryside Agreed by all</td></tr>
<tr><td>H.SV6</td><td>Relocation of Shiplake Motors Agreed by all</td></tr>
<tr><td>H.SV7</td><td>Re-development of Single Dwellings Noted/agreed by all</td></tr>
<tr><td>H.SV8</td><td>Highway Safety and Sustainability West of A 4155 NB REQUIRE EVIDENCE FROM DAVID B/PARISH
This may be excessive if no real evidence and in any event partly covered by Green Gap policies</td></tr>
<tr><td>H.SV9</td><td>Provision for New Infrastructure and Community facilities ALSO CIL FUNDS
Agreed by all although may not be enforceable</td></tr>
<tr><td>H.SV10</td><td>Provision for Safeguarding Memorial Hall Facilities – a designated Community Asset
Agreed by all</td></tr>
<tr><td>E.SV1</td><td>Safeguarding and Enhancement of Education Sites
Agreed by all</td></tr>
<tr><td>G.SV1</td><td>Local Green Spaces
Agreed by all</td></tr>
<tr><td>BD.SV1</td><td>Biodiversity, Trees, Hedgerows & Wildlife Corridors
Agreed by all</td></tr>
</table>

G.SV3	Footpaths and Bridleways Agreed by all
S.SV1	Sustainability – Renewable Energy Remove

New Boundaries Proposed by SODC

