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| Eye & Dunsden Parish NDP Steering Group Meeting Minutes 28 May 2020  |
| **Attendees:** David Woodward, Richard Berkley, Ian Dick, David Breeze, Claire Murdoch, Deborah Simmons Howard Crews, **Apologies/not present:** Nick Marks (I.T Issue’s), Nicola Furlong / John Spooner, Ian Pringle, Julie & Steve Nicolson, Keith Maher, Andrew and Caroline Dunn, Peter Walton, Robbie, Sara Steward, Ginny/Peter ThomasHoward Crews kindly agreed to take the minutes. All are requested to be ready to report back on their actions at the next meeting. |
|  | Minutes / Action Points | Who | Complete by |  |
| 1 | **PREVIOUS MINUTES** – the minutes of the 23rd April 2020 meeting were agreed and adopted. | NDP SG  |  |  |
| 2  | **ACTION POINTS** **Funding:**SODC: £5,000: The grant application had been successful and funds received by E&DPC.E&D PC: £5,000: DW confirmed the PC had approved this funding that will be ratified at their June meeting.LOCALITY GRANT (LG): £9,000-20,000: E&DPC has instructed Bluestone Planning to prepare the funding application. ID had supplied information to Sharon Brentnall but has received no feedback. DW to follow up the Locality Grant application and SODC’s vision and objectives framework (see item 3 below) with Sharon Brentnall**Consultancy:** DW to source Ecology consultants DW has written to Paul Matthews (retired transportation consultant) to explore possible involvement with reps to be made on RBC’s Transportation Strategy. DW to chase.**Questionnaire:**CM confirmed the questionnaire had been circulated. To date 12 responses had been received and 1 person completed the survey online. The Post Office confirmed 4 addresses could not be delivered to. CM offered to look into those addresses to see if the questionnaires can be delivered.It was agreed to leave the questionnaire open until the next steering group meeting.ID to supply his database of email addresses to DW updated with the 12 responses received. DW will then email chasers to the parish and put the questionnaire on the Parish Council’s website. DW to design a poster relating to the questionnaire and circulate for comment.**Steering Group Terms of Reference Document:** DW asked DS to progress this item that should be based on the standard SODC template.DB to review SODC’s Statement of Community Involvement that sets out how the Council will consult with communities when forming or reviewing planning policy and should be referred to in the SG Terms of Reference. | David WDavid W Claire MIan DDavid WDavid WDeborah SDavid B | ASAP Next Meeting ASAPASAPASAPNext MeetingNext Meeting |  |
| 3 | **MATTERS ARISING** **NDP Vision and Objectives:** DW and DB had previously prepared a first draft document that was circulated for comments The document sets out the background and purpose of the NDP (it’s vision and objectives) from which a framework can be developed that will assist with devising and refining policies. Vale/SODC have a standard framework that SB previously recommended the SG uses and is still to a circulate a copy for the framework document.DW referred to the Local Plan planning Inspector, who has questioned SODC regarding the lack of provision for new housing sites around Reading. SODC has responded. For information only Cllr Leigh Rawlings (Chair of SODC’s Planning Committee) considered the question had been posed for completeness by a thorough Inspector covering off all bases. It was agreed the vision should make reference to SODC’s rebuttal of the Inspectors’ point and DB offered to write a summary of SODC’s response to the Inspectors question.Post April’s SG meeting DB agreed to review Kidmore End and Mapledurham’s representations concerning the lack of allocation of residential development adjacent to Reading. DB advised the SG that he had started to review Kidmore End’s documents but they were very confusing. It was agreed DB would contact Sue Biggs (ex-Chair of Kidmore End Parish Council) to seek some clarity and get the up to date position. | Sharon BDavid B David B | ASAP Next meetingNext Meeting  |  |
| 4 | **RBC Transport Strategy:**RB to find out the deadline for submitting reps and would think about what is required. DW will follow up his approach to Paul Matthews (a retired transport consultant). DW also advised that he had be in contact Sue Biggs and felt that KEPC were very focussed on monitoring the progress of RBC Transport Strategy | Richard B David W | Next MeetingNext Meeting  |  |
| 5  | **SODC Local Plan Examination in Public (EIP):**HC has received the E&DPC representations submitted on the draft Local Plan 2034.The representations were made on housing density, valued landscapes, nomenclature (the devising and choosing of names of things) Importance of air quality and viability of infrastructure. The PC had indicated that it was able to give oral evidence at the EIP.HC explained he had written to Emma Baker, Planning Policy team leader at SODC who also attends monthly monitoring meetings between the Ministry of Housing Communities & Local Government and SODC seeking information on the EIP, and that unfortunately no response had been received in time for the SG meeting.**POST MEETING NOTE - SODC have now responded:**In March the Secretary of State issued a new direction seeking that SODC’s Local Plan 2034 be adopted by December 2020, and Oxfordshire County Council have formally agreed to implement the Plan once it is approved if directed to do so by the Secretary of State in the event SODC elect no to do so. The EIP is going to be held virtually owing to COVID 19 restrictions and is to commence on **14th JULY 2020** and is programmed to take 4 weeks.KEY DATES:Deadline to request to participate in the EIP **12 JUNE 2020**Deadline to submit Written Statements **26 JUNE 2020**HC will review the information provided by SODC on the process and scope of the EIP then proposes a virtual meeting with DW / DB and RB to consider the next steps E&DPC want to take. | Howard C  | ASAP  |  |
| 6 | **Climate Change** DW had approached DS to become the NDP SG climate change lead and DS has kindly accepted and will focus predominantly on flooding (with NM), energy and aspects relating to transport links that are currently considered the Parishes “local climate issues”DS explained that she joined a Climate Emergency and Neighbour Planning webinar held on the 22nd April 2020 hosted by AECOM and the Centre of Sustainable Energy and gave a brief review of the webinar that included:* Government Policy is for 0% carbon emissions by 2050 - difficult to achieve.
* Low carbon NDP’s are needed.
* Any climate policy must not breach EU rules and be in line with Local Plan policy.
* Provisions needed – Climate Mitigation policy (reduction in carbon) and Climate Adaptation (policies that are dependent on the local demographic of the community).
* Advice – communicate well with SODC, develop policies carefully and check compliance with SODC policy, look for gaps in the policy to “complete the jigsaw.” Set objectives high as they may be scaled down.
* Review the concept of Earth Towns in the UK, Frome is an example and whilst E&D is a small rural parish it would be good to set at least 5 goals to achieve a carbon zero future.

DW thanked DS for the review and asked for a summary to be circulated to include the slides from the webinar presentation.RB commented that he was keen for the NDP to promote cycle and walking as modes of transport particularly as the Parish is well located to the River Thames giving ease of access to Reading. | Deborah S | Next meeting |  |
| 7 | **PRESS /PR** CM has prepared a press release that DW has to review and agree the best time to issue it. | David WClaire M | ASAP |  |
| 8 | **Future roles and activities** For information:Nick Marks – minerals, flood risk, and the Thames path as an amenity.Howard Crews – SODC planning.Deborah Simmonds – climate change & progress champion.Richard Berkley –RBC transport strategyIan Dick – grants, database, overall planningClaire Murdoch – questionnaire, public engagementDavid Breeze – planning system |  |  |  |
| 9 | **Next Steps / AOB** DW raised the online neighbourhood planning training day being arranged by Oxfordshire Association of Local Councils (OLAC). There are 3 sessions of which the first takes place on the 3rd June. ID and DS confirmed they will attend and possibly CM. DW urged those attending to register ASAP and referred to his email of the 11th May for registration details. Any fees payable to OLAC for attend the training will be reimbursed to those attendees by the PC.DW had chased up those original parties who were interested in getting involved in the NDP process. He had received one response from Nicola Furlong who was unable to continue her involvement owing to work commitments. DW agreed to follow up with the others and reminded the SG that business owners in the Parish needed to be contacted also.  | Ian D Deborah S Claire M (?)David W | ASAPNext meeting  |  |
| 10 | **Next Meeting Thursday 25th June, 5pm via ZOOM to be arranged by RB** | RB/NDP SG | 25th June 2020 |  |