Eye & Dunsden NDP Steering Group Meeting Minutes 12th June 2023

Attendees: John Plumer (Chair), David Woodward, Deborah Simmons, Richard Berkeley, Nick Marks, Howard Crews. By Zoom: David Breeze, Ian Dick.

Apologies: Suzanne Abrahams, Mandy Sermon.

All members 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 15th May 2023 were agreed and adopted.	SG Members Note	
2.	ACTION POINTS Funding JP explained that Bluestones fee reconciliation was still outstanding and that he will chase Sharon Brentnall up for the information now that she was back from holiday. JP asked ID to circulate the previously approved budget to the Sub-Group lead members and ask them to consider future funding requirements.	John P Ian D SG Leads	ASAP
3.	MATTERS ARISING NDP Progress JP explained that following the last SG meeting (that was attended by Ricardo Ricos (RR) who is Head of Neighbourhood Planning at SODC/S&V) the draft NDP had been submitted to SODC for RR to complete a preliminary review to see if there are any 'show stoppers' to prevent the Plan from moving forward through the adoption process. JP explained that he had previously circulated RR comments to SG Members that on the main were very positive with only two comments at this stage: 1) POLICY ED-VL3 – Former Mineral Extraction Areas – recommendation to delete part of the policy seeking to influence restoration proposals as this was an Oxfordshire County Council matter so is outside the scope of NDP's. 2) POLICY ED-VL4 – Settlement Identity and Prevention of Coalescence – similar to '1' above reference to mineral extraction should be deleted. Discussion continued and JP asked HC to contact Emma Wright (SODC/S&V NDP Team) to	3G Leaus	ASAT
	clarify if a more detailed review is being undertaken now by the NDP Team or whether SODC will being making detailed comments/recommending modifications as a statutory consultee under the forthcoming Regulation 14 'pre submission consultation'. The SG is also seeking clarification if after the Regulation 16 'formal consultation' the SG can make amendments to the draft NDP prior to its submission to the Examiner or is the document presented as drafted with consultees comments being submitted for the Examiner to consider and or make modifications without further public consultation ahead of the referendum. Post meeting note: Emma Wright has confirmed that SODC will complete a detailed review of the draft NDP and offer recommendations/modifications as part of the Regulation 14 consultation. SODC will also be available to give informal advice on other Regulation 14 representations received. The updated draft NDP will then move to Regulation 16 consultation that SODC will administer. When the consultation period ends SODC will submit the draft NDP	Howard C	ASAP
	and evidence base with a report on the representations received to the Examiner for the Examiner to review. All this information will be put on the SODC's planning portal as well. The Examiner may seek clarification statements from SODC and the SG in checking the Plan satisfies the basic conditions. The Examiner will report back to SODC with suggested recommendations and modifications and it is SODC who decide whether to accept these or not, NOT the SG. The draft Plan can come back to the SG to draft the wording for any accepted modifications or make corrections to typo's etc but can only work within the scope of the Examiners report and SODC's subsequent directions. The Plan will then be taken to referendum.	SG Members Note	
	RB commented that the NDP should acknowledge that mineral extraction is a County Council matter but not withstanding this the NDP has community aspirations concerning flooding. It was agreed DW and NM will draft a community aspiration for the after use of mineral extraction sites.	David W Nick M	ASAP
	Having returned from Holiday JP agreed to discuss RR's comments with Sharon Brentnall at Bluestone Planning and any fundamental issues, objectives or themes raised from the Review Sub-Groups review of the draft NDP.	John P	ASAP

4.	EVDENCE BASE DOCUMENTS		
T.	Green Corridor Study		
	JP confirmed he had received all the documents from NM that are now complete.		
	Flooding Appendix		
	DW agreed to review and circulate the appendix.	David W	ASAP
	Character Appraisal & Design Code	24.14.11	7.07.
	As previously agreed, the Review Sub-Group should review these documents also and that HC		
	will liaise with the Review Sub-Group members to progress this.	Howard C	ASAP
	Local Green Spaces Study		7.07.
	JP thanked DS for reviewing Version 2 of the Study and for her accompanying email and		
	asked DS forward her comments directly to Sharon Brentnall at Bluestone Planning and		
	conclude the Study ready for inclusion in the Evidence Base. It was noted the proposed		
	additional green spaces north and south of the A4155 at Playhatch did not satisfy the		
	designation criteria.	Deborah S	ASAP
5.	COMMUNITY ENGAGEMENT		
	JP reported that he had been in contact with ID who was rechecking the parish's database of		
	resident's details and businesses. DS will forward SODC's list of Statutory Consultees to ID		
	and DW asked that the SG consider which 'other' consultees should be consulted with i.e. the	lan D	
	Chilterns AONB Group and other neighbouring local interest groups, parish councils,	Deborah S	
	landowners and businesses.	SG Members Note	10 th July
	JP went on that he felt a leaflet should be prepared and circulated to all households and		,
	businesses in the Parish along with the Regulation 14 consultation. The leaflet should have a		
	simple format and explain why the NDP is important to them, the forthcoming process of		
	consultations and referendum, possibly an anticipated time line and be an opportunity for to get		
	up to date data on the residents and businesses in the Parish and explain where printed copies		
	of the draft NDP can be viewed. The SG supported having a leaflet and it was agreed JP and	John P	
	DW will prepare a first draft for consideration.	David W	10 th July
6.	STEERING GROUP TERMS OF REFRENCE		
	DS explained that she had updated the approved Terms of Reference to reflect the recent		
	changes in roles and responsibilities within the Group. The SG approved the updated Terms of		
	Reference.	SG Members Note	
7.	AOB		
	HC asked if any SG Members had reviewed the Binfield Heath draft NDP that is currently out		
	for its Regulation 14 consultation that closes at midnight on the 19th June. It was agreed SG		
	members would review the draft Binfield Heath NDP and if they had any comments to forward		
	them to DW ASAP for his review prior to making any representations on behalf of the Parish		
	Council.	SG Members Note	ASAP
8.	Next Meeting:		
	Steering Group: Monday 10th July 2023 - 19:00hrs Village Hall.	SG Members	10th July 2023