

MINUTES of the meeting of the BERINSFIELD NEIGHBOURHOOD DEVELOPMENT PLAN STEERING GROUP held on Monday 17th June 2019 at 7 p.m. in the Pavilion, Lay Avenue, Berinsfield.

PRESENT

Councillor Ms. J. Garvey	Chair
Councillor P. Bridge	
Councillor S. Crawford	
Councillor Ms. A. Jones	
Councillor S. Scott-Ely	

1. **Apologies for absence** were received from Councillor K. Hall.
2. **Declarations of Interest.** Councillor Scott-Ely declared an interest in Site BER24 and items relating to Berinsfield Information and Volunteer Centre and Berinsfield Voluntary Day Centre.
3. **To review the existing Neighbourhood Development Plan to assess whether any parts could be used in a new Neighbourhood Development Plan.** Councillor Ms. Garvey gave some background information about the Neighbourhood Development plan that was submitted for examination and failed. Copies of the examination report prepared by Mr. John Parmiter in April 2016 were circulated to members of the Steering Group for perusal at the meeting.

Councillor Scott-Ely referred to the email circulated to Members of the Parish Council from Mr. Adrian Duffield, Head of Planning at South Oxfordshire District Council and the newsletter from Mr. John Howell, M.P. regarding the status of Neighbourhood Development Plans should South Oxfordshire District Council chose to withdraw its draft Local Plan. Mr. John Howell, M.P. has advised that if the SODC Local Plan was withdrawn this would not render all Neighbourhood Plans null and void. If a community has recently made a neighbourhood Plan or is in the process of developing one, it should be encouraged to continue. Neighbourhood Plans can be developed before, at the same time, or after the Local Plan is produced. To that extent they can exist independently where a Local Plan has not been made or has been withdrawn. When brought into force, Neighbourhood Plans become part of the development plan for the neighbourhood area. The starting point for decision making is the development plan. Even where a new Local Plan has not been produced the Neighbourhood Plan still forms part of that development plan.

Councillor Scott-Ely informed the meeting that SODC's most current plan is the adopted Core Strategy 2027 which states that Berinsfield has to allocate sites for 109 houses.

The Chair, Councillor Ms. J. Garvey informed the meeting about her email and telephone contact with Troy Planning and Design a company who had contacted the Parish Council via the Clerk to offer their services to assist the Parish Council to prepare a new Neighbourhood Development Plan. Councillor Ms. J. Garvey informed the meeting that she felt the existing NDP should be looked at alongside the report from the Examiner to see where it had failed and that advice should be sought from professionals as to how to rectify it. She also suggested that District Councillor Robin Bennett should be involved and invited to attend Steering Group meetings.

It was AGREED to recommend that :-

- a) the Steering Group should find out why the existing NDP failed the examination and what can be done to rectify this.
- b) the Steering Group should continue to base the new NDP on providing 109 houses in Berinsfield as detailed in the SODC Core Strategy 2027, but do this in a way that the figures can be increased if the SODC Local Plan is approved

c) District Councillor Robin Bennett should be invited to join the Berinsfield NDP Steering Group.

4. **Grant Application to Locality.** The Steering Group was informed that the Parish Council has been awarded a grant of £9,000 towards the cost of preparing the new NDP. Troy Planning and Design were involved in preparing the grant application, which was submitted to Locality by the Parish Council. Councillor Scott-Ely had also had a telephone interview to apply for technical assistance. It was AGREED to recommend that Troy Planning and Design should be informed that the Parish Council had been awarded a grant of £9,000.

5. **Troy Planning and Design.** Troy Planning and Design had contacted the Parish Council to suggest some dates for a progress meeting for the Neighbourhood Development Plan. The Steering Group considered that it did require some professional advice with regard to proceeding with a new NDP, but did not wish to commit to using Troy Planning and Design at this stage. However, it was felt that it would be beneficial to meet with them as long as the meeting was free of charge. It was AGREED to recommend that the Clerk should be asked to accept the date of 22nd July offered by Troy Planning and Design to attend a meeting of the Steering Group to be held in the pavilion at Berinsfield, but that this meeting should be free of charge. If this is not possible, Troy Planning and Design should be asked if they would take part in a conference call which could be arranged in the pavilion.

6. **Meeting with Neighbourhood Plan Officers from South Oxfordshire District Council.** The Steering Group was informed that Mr. Ricardo Rios and his colleagues had offered to attend a meeting of the Parish Council to discuss the amendments made to the Service Level Agreement for Neighbourhood Development Plans. The Steering Group felt that it would be more beneficial if Mr. Ricardo Rios and his colleagues attended a meeting with the Steering Group and not the full Parish Council. It was AGREED to recommend that the Neighbourhood Development Plan Officers at South Oxfordshire District Council should be asked if they could attend a meeting with the Steering Group on one of the following dates :- 9th, 15th or 16th July, 2019.

It was noted that Councillors Ms. J. Garvey and S. Scott-Ely were attending a NDP Planning Policy Writing Workshop on 3rd July at the SODC Offices, Milton Park.

7. Date of next meeting – 13th August, 2019 at 7 p.m. in the Pavilion, Lay Avenue.