

MINUTES of the meeting of the Berinsfield Neighbourhood Development Plan Steering Group held on Wednesday 25th September 2019 at 7 p.m. in the Pavilion, Lay Avenue, Berinsfield.

PRESENT

Councillor S. Scott-Ely	
Councillor P. Bridge	
Councillor I. Bunyan	
Councillor B. Fearneyhough	
Councillor Ms. A. Jones	
Mr. C. Prahacs	Resident
Mrs. J. Logan	Resident Engagement and Communities Manager, SOHA Housing
Mrs. C. Wade	Manager, Berinsfield Information & Volunteer Centre
District Cllr Robin Bennett	Attended for part of the meeting.

1. Apologies for absence were received from Mr. D. Eldridge, resident.
2. Declarations of Interest.
 - a) Councillor Scott-Ely declared his interest as owner of Site BER24, Queenford Lakes Watersports Centre and as a Trustee of Berinsfield Information and Volunteer Centre and Berinsfield Voluntary Day Centre.
 - b) Councillor Bridge declared his interest as a Trustee of Riverside Counselling Services Lighthouse Construction Industry Charity and long standing Member of Berinsfield Community Association.
 - c) Councillor Bunyan declared his interest as a Member of the Bar Committee at the Berinsfield Community Association.
 - d) Councillor Mrs. Jones declared her interest as a Youth Worker at the Berinsfield Youth Club.
3. **Introduction to Berinsfield Neighbourhood Development Plan and Steering Group Members.** The Chairman, Councillor Scott-Ely asked those present to introduce themselves and for the benefit of new Members, he gave some background information as to why Berinsfield prepared its original Neighbourhood Development Plan and why it failed examination.
4. **Background to where the Neighbourhood Development Plan Steering Group is with the Neighbourhood Development Plan and how this was achieved, including the extent of the Neighbourhood Development Plan boundary.** The Chairman circulated a copy of a plan showing the extent of the Neighbourhood Development Plan boundary, which follows the Berinsfield Parish boundary.
5. **How can you get involved.** The Chairman informed the meeting that Mrs. Jackie Logan had agreed to handle publicity for the new Neighbourhood Development Plan and that the Clerk to the Parish Council would provide secretarial assistance and maintain the accounts. The Steering Group still requires new Members to participate in the preparation of a new Neighbourhood Development Plan.
6. **Technical support, expertise and grant funding.** The Steering Group noted that a grant of £9,000 had been received from Locality which is held in the Parish Council's Deposit account. It also noted that the Parish Council had not allocated funds for the Neighbourhood Development Plan in its budget for the year 2019-20.

In addition to the cash grant awarded by Locality, the Parish Council had been awarded some technical support by Locality and they had appointed Hannah Barter of Urban Vision Enterprise CIC from Leek in Staffordshire to provide this. Locality pay for the technical support therefore the Parish Council does not receive any funds from Locality for this. The Steering Group agreed that the Chairman, Councillor Scott-Ely, be nominated to liaise with Hannah Barter with regard to the technical support and he was expecting to have a telephone discussion with her on the 26th September.

7. Recommendations to Berinsfield Parish Council regarding use of Consultants and the South Oxfordshire District Council's Service Level Agreement. The Steering Group met on 19th September and had discussions with Mr. Ricardo Rios and Ms. Cheryl Soppet, Neighbourhood Development Plan Officers from South Oxfordshire District Council about the South Oxfordshire District Council Service Level Agreement. The Parish Council had been asked to review the contents of the Agreement and to consider if it wished to sign it.

The Steering Group also met with two Consultants, Mr. Neil Homer from O'Neill Homer and Rachael Riach from Community First, on the 19th September and they have both been given the following brief :-

To review all the work the Berinsfield Neighbourhood Development Plan Steering Group has done so far, as detailed on the Parish Council's website, including the report from the Examiner, with a view to advising the Steering Group how to get a new Neighbourhood Development Plan to pass examination.

The Consultants have been asked to provide written tenders for what actions they see going forward to prepare a successful Neighbourhood Development Plan and have been asked to provide their tenders in time for the Parish Council to consider them at the meeting to be held on 7th October, 2019.

Mr. Ricardo Rios and Ms. Cheryl Soppet, the Neighbourhood Development Plan Officers from South Oxfordshire District Council indicated that they would still be prepared to work with the Parish Council if Consultants were appointed, but would not take instructions from the Consultants, only from the Parish Council.

The Neighbourhood Development Plan Steering Group **AGREED** to recommend :

- a) that subject to the tenders being received from the two Consultants, the Parish Council should consider them at the Parish Council meeting on 7th October and make a decision as to which Consultant to appoint.
- b) that the Steering Group should request an early meeting with the Consultant.
- c) that advice should be sought from the Consultant as to whether the Parish Council should enter into the Service Level Agreement with South Oxfordshire District Council.

8. Status of South Oxfordshire District Council's Local Plan 2034 and Garden Village designation. The Steering Group was informed that there was no further information to report on the Local Plan or the Garden Village proposals.

9. Review of the sites currently set out in the Berinsfield Neighbourhood Development Plan.

Site No.	Description	Comment
BER 1	Field to west at junction of A4074 and A415 (Car Boot Field)	Leave in new NDP Proposed employment site.
BER 2	Tree planted area near roundabout at junction of A4074 and Burcot Lane.	Leave in new NDP Site should be preserved and enhanced.
BER 3	Field to South between A 4074 and Watersports Lakes	Leave in new NDP Councillor Bridge will draft a proposal for BER 3 for the Steering Group to consider.
BER 4	Field to East surrounding Burial Ground	Leave in new NDP Councillor Mrs. Jones will draft a proposal for BER 4 and this should be checked by the Consultants, when appointed.
BER 5 BER 6	Field to North behind Vogue Industrial Estate Field to North behind Health Centre	Leave in new NDP The current Core Strategy allocates 109 houses to Berinsfield. If the new Local Plan allocates a higher number of houses, do these have to be built on land owned by one land owner or can they be spread across two sites? Councillor Bunyan to draft a proposal for sites BER 5 and 6 for the Steering Group to consider.
BER 7	Health Centre, shops, pub and Berinscourt	Leave in new NDP
BER 8	Berinsfield Community Association	Leave in new NDP
BER 9	Abbey Sports Centre, Library and Berin Centre (former PACT building)	Leave in new NDP
BER 10	Vogue Industrial Estate to North of village. (Councillor Scott-Ely declared that he knows the owners of the premises)	Leave in new NDP Councillor Scott-Ely will speak to the owners of the Vogue Industrial Estate and report back to the Steering Group.
BER 11	Tower Industrial Estate to North of the village.	Leave in new NDP
BER 12	Abingdon Gymnasium	Leave in new NDP
BER 13	Industrial Units opposite Cherwell Road	Leave in new NDP
BER 14	Scout Hut	Leave in new NDP

BER 15	Coach Depot	Leave in new NDP
BER 16	Berinsfield Boxing Club	Leave in new NDP
	Abbey Woods Academy, Mount Farm Community Education Centre and Pre-school.	Leave in new NDP Councillor Scott-Ely will speak to the Headteacher and will draft a proposal.
BER 18	Industrial units in Wimblestraw Road, opposite War Memorial	Leave in new NDP. Site now has outline planning consent for 39 properties. Mr. C. Prahacs will draft a policy for this site giving details of what the NDP Steering Group would like to see on the site.
BER 19 BER 20	Industrial Unit (former Telephone Exchange), Wimblestraw Road Industrial Units next to BER 19 (former Warwick Pumps) Wimblestraw Road	Leave in new NDP Councillor Scott-Ely will speak to the owners of the premises
BER 21	Deacons Estate and Cafe, Shops and storage units (former scrap yard)	Leave in new NDP This is a landmark site in Berinsfield. Check with Consultant, when appointed, about wording for this site.
BER 22	Small parcel of land in South Western corner of BER 1	Leave in new NDP
BER 23	Shops, flats and car park at junction of Fane Drive/Chiltern Close	Leave in new NDP. Councillor Fearneyhough will draft a proposal for BER 23 for the Steering Group to consider.
BER 24	Fishing and Watersports Lakes off Burcot Lane	Leave in new NDP Councillor Scott-Ely declared his interest as he is the owner of this site. Councillor Scott-Ely will draft some proposals for BER 24 for the Steering Group to consider.
BER 25	Wally Corner (former household landfill site) now a Solar Farm	Remove from NDP
BER 26	Land adjacent to the Wally Corner site	Remove from NDP

10. **Allocation of properties for each of the 24 sites.** It was AGREED that Members of the Steering Group should consider how many properties could be provided on each of the 24 sites.

11. **Date of next meeting** – 15th October, 2019 at 7 p.m. in the Pavilion, Lay Avenue, Berinsfield.

