

Aston Rowant Neighbourhood Plan (ARNP)
Steering Group Meeting
13th November 2018 7:30pm
Kingston Blount Village Hall

	Minutes	Actions
1.	<p><u>Introductions</u> <u>Present</u></p> <ul style="list-style-type: none"> • Mark Thackeray, Jeanette Ewen, Andy Green, Steve Sowerby, , Mark Jones, Paul Overton, Peter Tinson, Guy Cunningham, Paul Fincken, <p><u>Apologies</u> None</p> <p>Visitors: Rachel Lockwood, Kathi Davis</p>	
2.	<p><u>Declaration of Interest</u> No general declaration by all present however members aware that as items arise declarations should be made if parties may have an interest</p>	Outstanding declarations to be completed
3.	<p><u>Minutes of the previous October meeting</u> Accepted as accurate</p>	
4.	<p><u>Matters arising</u></p> <p>Legal Feedback regarding validity of bias of members of the ARNP Steering Group</p> <ol style="list-style-type: none"> 1. The advice given was that the group can proceed with the Neighbourhood Plan on the basis that it is a sub committee of the Parish Council and therefore all members are required to sign a declaration of interest and align its practices with the Parish Council 2. Legal feedback regarding bias or conflict of interest between the Aston Rowant Community (Action) Group and ARNP, suggests that this could potentially prejudice the outcome of the Neighbourhood Plan and lead to a judicial review. Notwithstanding the unproven allegation of bias, four members of the Aston Rowant Community (Action) Group have decided to step down in accordance with the advice from SODC. There is no admission that this is true and they have agreed to do this for the benefit of the Neighbourhood plan. Every member who took part in the independent housing assessment withdrew their contribution to any assessment of sites where they had an interest. <p>Consequences of advice from SODC</p> <ol style="list-style-type: none"> 1. Worst -case scenario is that the whole group should step down and a new group should be convened. 2. SODC barrister felt this wasn't necessary and suggested that the future non-participation on the ARNP SG of members of the Aston Rowant Community (Action) Group would be sufficient to minimize the risk of rejection on legal grounds. <p>Response to advice</p> <p><i>Question from visitors: In view of the fact that no official action group exists why are SODC taking this line?</i></p> <p>The chair responded that although there is no evidence that there is any bias, this could potentially work against the submission at the final hurdle, and therefore the decision by members to step down at this stage would remove any future allegations of bias.</p>	<p>Notes from both barristers to be circulated to the people named and involved in the AR community group subject to advice from SODC</p> <p>MT to write a letter of thanks</p>

	<p><i>Statement by member of the public: It should be recognised that the four members who have stepped down have worked valiantly diligently and professionally for the good of the community and should be commended for their hard work.</i></p> <p>The Steering Group felt that through the use of AECOM for site assessments any potential bias has been mitigated but this was not the view of SODC</p> <p>There was further discussion regarding the designation of the Steering Group as a sub committee of the Parish Council. This was raised in the complaint that cited the lack of declaration of interest forms of members at the start of the process. There appears to be a lack of clarity on this issue, but, as SODC now assumes a designation of the SG as a sub-committee, the group is bound by their advice.</p>	<p>to the four members who have stepped down</p>
<p>5.</p>	<p><u>SODC Housing Policy</u> SODC have suggested that 11 houses should be developed on each site to provide for Affordable Housing</p> <p>Group agree that the number of houses and density should be defined but conclude that the number of houses suggested by SODC would exceed the % increase that the group has maintained since the beginning</p> <p>The view of the steering group is that the suggestion of SODC as regards housing numbers should not be taken up. It was agreed that, for the purpose of the Pre-Submission consultation an approximate density for new development should be proposed at 15 dwellings per hectare having regard to trees on any such site, so as to allow generous green space within and about the developments.</p> <p>In the event that one or both of the current appeals are allowed, it was agreed that the SG should review the housing allocation process.</p> <p>The SG discussed the possibility that a fixed density may give a green light to higher density in sites that are currently under appeal. It was concluded that the applied density would apply only to sites allocated in the ARNP.</p> <p>These views will be formally conveyed to SODC by MT who will meet with them in December</p>	<p>MT to update the Plan with these decisions</p>
<p>6.</p>	<p><u>Consultation Process</u> Discussion whether there is a possibility of presenting different options to the public rather than a suggested option. The group agrees there will be one suggested option presented to the public at Pre-Submission, allowing that other options may come forward through the consultation and be considered then.</p> <p>Before consultation, first step is to secure from the PC an instruction to proceed to the Pre-Submission consultation.</p> <p>It was agreed that, should the PC request a briefing by the SG, members of the steering group would be available. The current draft NP to be made available to PC members.</p> <p>PC needs access to all aspects of the draft plan so far written and it was agreed that this should be in hard copy</p> <p>Timescale</p> <ul style="list-style-type: none"> • Consultation to public immediately after the meeting or in January? It would be a six week consultation beginning in January and the SG agreed that it would be best to defer the consultation until after the Christmas period. 	<p>SS will organise printing from documentation in Drop box</p>

7.	<p><u>Preparation of Summary brochure</u></p> <p>The summary document needs to be updated and printed before January. The leaflet will be hand delivered by the members in early January to publicise the consultation and where the community can access documentation and further information.</p> <p>December Parish notes</p> <ul style="list-style-type: none"> • Timescale • Process and documentation 	<p>MT, MJ, PT to update Summary</p> <p>MT to write para for parish notes</p>
8.	<p>Landscape Character Assessment</p> <ul style="list-style-type: none"> • Money is available to pay for this • Lepus Consulting have been appointed and will be visiting on Friday 16th particularly looking at the green spaces with final report by 12th December 	
9.	<p>Any other business</p> <p><u>Availability of development sites</u></p> <p>Agreed: The owners of any allocated sites should also be briefed, especially about density. The consultation/briefing should also include neighbours of the sites at the time the plan is in the public domain</p> <p>The allocated sites will be effectively reduced to 3. There has been no response from other landowners of possible sites.</p> <p><u>Planning Application</u> Kingston Stert has been withdrawn</p>	

Next Business Meeting: 11th December 2018, 7:30pm at Kingston Blount Village Hall