



## **East Hagbourne Neighbourhood Plan (EHNP)**

**1st Steering Group Meeting, 0900-1100, 5th March 2016, 12 Main Road**

Present:

Crispin Topping (Chairman) plus  
Bill Barksfield ; Sally Barksfield ; Frances Clay ; Iain Duff ;  
Anne Dunsdon ; David Rickeard ; Justine Wood

Apologies:

Andy Barmer ; Mike Mulligan ; Marcus Wood

### **1. Overall Process to prepare the Neighbourhood Plan**

The Chairman explained that a formal application to make a Neighbourhood Plan had been submitted to SODC in November and the statutory consultation period had ended, however we do not yet have formal approval from SODC to proceed. This is important, because we cannot apply for grants until we have this approval.

*ACTION: Ask Lucy Dalby (Parish Clerk) to chase SODC again - DR.*

There is, however, much to do before we need to incur significant expenditure, to gather public views, identify the key issues and formulate the areas where we need expert studies.

DR noted that the East Hagbourne Conservation Area Character Study (2000) provides a useful resource for items related to the historic village fabric and natural features like significant trees and views. A start has already been made to apply the same methodology to the wider parish.

The East Hagbourne Parish Plan (2011) is also a valuable baseline and reference document. Much of the background information that we need on the village can be found there. However, the Neighbourhood Plan differs in two ways from the Parish Plan format

- For the Neighbourhood Plan, it is not sufficient to give a village view of the topic areas. The NP is evidence driven, and in many cases objective studies by outside experts will be needed.
- The Parish Plan was aimed mostly at evaluating current challenges and formulating a plan of action for local implementation. In contrast, the Neighbourhood Plan aims to formulate policies that are compatible with the wider planning process and can be applied to evaluating future situations that may arise including proposals for development.

Both Plans share one important feature in that they must demonstrate a very thorough and complete engagement with and involvement of residents throughout the parish.

### **2. Public Launch Meeting**

The first public meeting of the Neighbourhood Plan was held on 19th January 2016, when the outline proposals were presented and Charlotte Colver and Rona Knott from SODC gave guidance on the process for developing the NP.

The Chairman proposed that as we start on the serious work of actually developing the plan a further public meeting was needed to launch the project. The objectives would be to inform the wider community of the progress so far, gain input and ideas, and recruit more people to participate in the policy groups.

Since we hope this will be a large meeting, we need the Village Hall so potential dates were constrained by Hall availability

- It was agreed that the meeting would be held on Friday 6th May starting at 7:30pm

*ACTION: Book large and small halls for this evening - DR*



### 3. Definition of Policy Development Sub-Groups

A number of communities have already completed or are close to completing Neighbourhood Plans and their experience can help guide us. The local plans for Blewbury, Drayton and Wantage were felt to be particularly relevant to our situation and CT reviewed how they had categorised the evaluations of their areas.

Five Policy Sub-Groups were defined, picking the most appropriate grouping for our situation, and group leaders appointed - further members will be recruited at the Launch Meeting. Also shown is an initial attempt to assign detail topics to one or other of these groups and while not definitive, these will serve as a template for future work.

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|--|---------------------------------|
| (i) Housing Needs  | - Crispin Topping               |
| - policies for house building within Local Plan policy (infilling), Didcot expansion |                                 |
| (ii) Maintaining our Heritage and Character  | - Iain Duff, Sally Barksfield   |
| - while meeting modern needs   |                                 |
| (iii) Community Vitality   | - Anne Dunsdon, Justine Wood    |
| - maintaining our volunteer ethos, local work opportunities, broadband               |                                 |
| (iv) Road Safety and transport   | - Bill Barksfield, Frances Clay |
| - road safety in the village, footpaths, impacts of Didcot growth                    |                                 |
| (v) Green Infrastructure and environment   | - David Rickeard                |
| - a sustainable rural environment, wildlife, greenspaces for recreation, views       |                                 |

Further members will be recruited from the public launch meeting and from contacts with local groups with the intention to achieve as broad a geographical and social cross section as possible. It was recognised that not everyone will be interested in preparing policies, so the sub-groups should ideally have 4-5 active members, but seek input from as wide a range of people as possible, not forgetting younger people.

In addition to these five policy areas JW noted that communications was a vital part of a successful plan. It was agreed that this will remain a direct responsibility of the Steering Committee.

Important aspects are an effective brand and web site (already prepared by Andy Barmer). JW said that mail drops would be essential to ensure that everyone was informed of developments while those most interested would be encouraged to sign up to an email circulation list. The Parish Magazine also remained an important medium, particularly for those who did not have access to the internet. In addition to the regular brief updates in the Parish Council page, consideration could be given to separate articles at key points e.g. the launch meeting. It is important not just to communicate well, but to be able to demonstrate that we have done so.

### 4. A Vision for the Neighbourhood Plan

To guide the activities of the policy sub-groups an overall Vision was drafted outlining the aims of the Neighbourhood Plan:

#### Our Vision:

[Our Vision is to safeguard the individual character and vitality of our historic village and protect its rural environment for the benefit of town and village alike whilst supporting sustainable development that meets the needs of residents now and in the future.](#)

### 5. Expert Studies

Based on a review of how other communities have approached their Neighbourhood Plans we think that expert studies will be needed in these areas:

- A housing needs survey
- Landscape Character Assessment



- Village Character Assessment

Before embarking on any of these actions, careful thought is needed to formulate the scope and questions to be addressed.

## **6. Liaison with the Parish Council**

DR outlined the way the Steering Group is constituted as a Working Group of the Parish Council. This means that the group has an advisory role and strategies and proposals must be submitted to the full council for approval. This is particularly important where significant expense may be involved, such as external expert studies. To this end, the Steering Group will report back on progress at each Parish Council meeting.

As a WG of the Parish Council, the group has its own Terms of Reference which define the objectives. Members must also abide by the council's Code of Conduct which provides guidance on working for the public benefit and avoiding conflicts of interest. All this information is in the TOR document at [www.easthagbourneplan.net](http://www.easthagbourneplan.net) but will also be circulated to all.

*ACTION: Circulate key information to all members - DR*

## **7. Next Meeting**

Our next meeting is Tuesday 22<sup>nd</sup> March 8.0pm at 12 Main Road. This meeting is specifically to organise the NP launch event which is set for Friday 6<sup>th</sup> May at 7.30pm in the village hall.

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