

Brize Norton Neighbourhood Plan Steering Group

Meeting Minutes
2 November 2017

Opening

The regular meeting of the Brize Norton Neighbourhood Plan Steering Group was called to order at 7.30pm on 2 November 2017 at Phil & Jean Butcher's home, Barnstable House by Les Goble, Chairman.

Present

Les Goble

Wendy Way

Phil & Jean Butcher

Polly Inness

Tim Gush

Jenny Bromley

Richard Corfield

Apologies

Daisy Campion, Matthew Davies and Chris Meeks

Approval of Minutes

The minutes of the previous meeting were unanimously approved as distributed.

New Business

1) LG confirmed that the following documents have been circulated to the Steering Group since the last meeting:

- * Status of RAF Brize Norton employment potential
- * Status of employment land for Carterton sub-area
- * Revised Overview of WODC Local Plan 2011 – 2031 dated September 2017.

LG read out the highlights from his findings of the review of the Local Plan: -

Sports field now not require for employment land. However, it's not off the table should a large employer come to the area. We need to keep our alternatives?

Employment Land requirement recalculated and only 3ha required. However, the draft local plan indicated 6ha (4.5 in existing business parks and 1.5ha in Bloor Homes site)

WODC have recognised an aging population so with regards to housing, any new site with 50+ dwellings will be required to provide 25% as accessible and adaptable of which 5% will be suitable for wheelchair use.

2) Poster for the Open Afternoon

The group agreed that there should be a poster in the next quarter's Newsletter and that it should be on the front cover. Other posters should be on the two village noticeboards, in Elderbank Hall and the Social Club and both pubs. WW/LG to organise.

WW/LG had worked on a draft of the poster ahead of the meeting and minor changes were discussed and agreed. TG is to work on the graphics, get it approved by the group and send it to Garry Griffin

LG is to write a small piece on behalf of the Steering Group to be included in the Newsletter and TG suggested that we ask the parishioners if anyone has any photographs or have any recollections of their life in the village, especially the period between 1949 and 1960 that will help us to write our Character Assessment.

At this point LG and TG updated the group on their visit to the Oxfordshire History Centre in Cowley. They hadn't found as much information as they thought they might and the earliest recorded maps they could find went back to 1880.

WW/J Butcher/DC and MD are to get together on Tuesday, 3 November to think of some ideas of how some of the data from the Community Survey can be presented in a more engaging way. This information is to be fed back to the rest of the group at the next meeting.

3) Character Assessment

LG advised the group that CFO will get the data from the survey to him next Wednesday. PB asked if CFO will be invited to the Open Afternoon. WW advised that they would be as well as Astrid Harvey from WODC and the Parish Council.

LG advised the group that PB had done a very good job on collating information on Transport and LG asked if they could get together to make amendments. They agreed they would meet at 10:30 am on Monday, 6 November. PI is working on the Waterways and RC on the village history. LG asked if they could send him their data as he wants to begin writing up the framework of the Character Assessment. He asked J Bromley if she could look at the Censuses and feedback data.

PI also suggested that she talk to Stuart Rust at the Witney Gazette and ask if he would consider putting something in the paper asking for articles and photos of old Brize Norton as another way of getting data.

4) **SWOT Analysis**

The group then continued with updating the SWOT analysis, concentrating on the Opportunities and Threats.

The updated document will be presented to the Councillors at the next week's Parish Council Meeting. They will be given until close of play on Friday, 19th November for any comments.

The finished SWOT analysis will then be exhibited as part of the Open Afternoon.

5) **AOB**

LG has written the first draft of the Vision Statement and will distribute for comment. This document will be needed for when the Steering Group have their meeting with Astrid Harvey and should have it on display at the Open Afternoon.

This document should be updated with comments by our next meeting and should then be presented to the Parish Council for their approval.

Agenda for Next Meeting

Approve minutes

Update group on Vision Statement

Community Open Day – Agree how data is to be presented

Who is doing what preparing the materials

Who will be available on the day and their job role

Adjournment

Meeting was adjourned at 10pm by Les Goble, Chairman.

The next general meeting will be at 7.30pm on November 23, 2017, at Barnstable House, Manor Road.

Minutes submitted by: Wendy Way

Approved by: Les Goble