

Brize Norton Neighbourhood Plan Steering Group
Meeting Minutes
11 October 2018

Opening

The regular meeting of the Brize Norton Neighbourhood Plan Steering Group was called to order at 7.30pm on 11 October 2018 at Phil & Jean Butcher's home, Barnstable House by Les Goble, Chairman.

Present

Les Goble

Wendy Way

Phil & Jean Butcher

Dickie Corfield

Jenny Bromley

Tim Gush

Polly Innes

Apologies

Matthew Davies

New Business

1) LG advised the group that the Parish Council voted to spending money on the Landscape Character Assessment 6 votes to 1. Portis + Whitton have been appointed. Martin Whitton is visiting the village next Tuesday, 16 October to walk the village in preparation. Due to work commitments, LG asked for a volunteer to show him around, concentrating specifically on the views around the village.

Phil and Jean Butcher volunteered, and LG is to give each of them their email addresses and contact numbers so that they can finalize their meeting arrangements.

2) LG had a meeting with CFO to confirm that all known expenses are covered in our 'estimate of costs' as there was a debate at the last Parish Council meeting by one Councillor about the additional money being spent on the Landscape Assessment.

This cost was an unknown factor when the NP was first conceived.

The anticipated spend is estimated to be £21K. With this year's grant there is an offset of £9K meaning BNPC will fund £12k for their Neighbourhood Plan.

3) LG has produced a Business Survey. This has had input from two business owners and been approved by CFO and so is ready to be distributed next week.

4) LG has had a meeting with Bloor Homes, together with two other Parish Councillors, to discuss connectivity between the new estate and the village. Various proposals were presented to Bloor Homes and both Bloor Homes and WODC have now agreed to these. Bloor Homes have produced a revised Design Code for the new development, now known as Brize Meadow. This document refers to the 'aspirations of our Neighbourhood Plan'.

Unfortunately, it still details the site as 'East Carterton'. Bloor Homes have agreed to approach Saville's to request that all references to East Carterton are removed and replaced with Brize Meadow.

5) LG had a meeting with one of the new owners of Mrs Brown's fields to discuss the Public Right of Way across their land and how it connects with the PROW on other owner's land and connectivity to the Permissive Pathway adjacent to the perimeter wire of the RAF base.

The new owner was agreeable to clearing the brambles away from the PROW twice a year and to cutting the field to optimize wild life.

6) LG and two other Parish Councillors had a meeting with OCC to discuss traffic calming in and around the village. There were four topic points:

- Burford Road
- Build-outs and Speed Cushions
- Toucan crossings on Monahan Way
- Footpath/cycleway on Carterton Road

As the Toucan crossings have already been approved by OCC no further action can be taken on this point.

The three remaining points were split into two groups, a) those that were agreed with by OCC but require funding and b) those that were already funded in the s106 agreement.

- a) i) The Burford Road would cost iro £15K to do a build-out at the start of the 30mph limit. (However, some PCs have found cheaper alternatives)
- ii) Move 30mph limit to the west side of Crocodiles of the World, with additional repeater signs - £2.6K (plus the Build out mentioned above).
- iii) Fit gates at the start of the 30mph zone (at either (a) or (b) above). Cost to be attained by BNPC.
- iv) Change speed cushions to full width speed humps (4 locations in Station Road and 2 in Minter Road. Cost to be ascertained.

N.B. Any single change would incur a consultation fee of £800.00 but all four items could be included in one consultation.

b) In theory, those traffic calming measures already included in the S106 Agreement should not be changed. However, following the councilors representations, OCC agreed to set up a meeting with the 'Rights of Way' Team to discuss these requested changes.

7) Village Character Assessment

LG asked if DC and PB could collate their packs and give them to him. TG and PI have still to complete theirs and so LG, DC and WW have offered to take on Elder Bank Hall, the Chequers and the school.

LG has asked TG for a new set of maps so that they can be re-done and colour-coded as agreed at a previous meeting. Photos are to be added electronically so they can be used if required.

8) WW apologised for not having sent out the Minutes from the past three meetings. These will be emailed within the next week.

9) Our next steps are to

- a) set up a meeting with Portis+ Whitton to discuss the Landscape Assessment. CFO has asked to attend this meeting.
- b) continue with the Village Characteristic Assessment

10) **AOB**

TG asked when the Neighbourhood Plan was due to be completed. LG advised that the main things still to do were complete the Village Characteristic and Landscape Assessment, write the Policies and relevant evidence and then hold another consultation with the village.

The NP then must be submitted to WODC for their approval and if approved, submit to the Planning Inspectorate. Finally, upon their approval, hold a village referendum. This is estimated to take us to the middle of 2019.

Next meeting is to be held on 8 November 2018 at 7.30pm at Barnstable House.

Adjournment

The meeting was adjourned at 8.20pm by Les Goble, Chairman.

Minutes submitted by: Wendy Way
Approved by: Les Goble