

MINUTES  
Of  
Meeting held with

East Challow Neighbourhood Plan Steering Group

On  
5<sup>th</sup> June 2017

Present: Peter Rumsey (PR) Francis Webb (FW) Vanessa Bosley (VB)  
Caroline Dunston (CD)  
Apologies: Les Cannings (LC) Chris Nugent (CN)  
Robin Bashford (RB) Helen Butcher (HB) Olwyn Nugent (ON)

1	<p>This meeting was called at short notice to discuss comments received by email from VOWH following a meeting of the steering group with VOWH on 31<sup>st</sup> May 2017 (see attached copy)</p> <p>A number of amendments to the draft questionnaire were agreed and subsequently incorporated in the final questionnaire distributed to every residence in the parish.</p>	
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Rachael Riach (Rachael.Riach@southandvale.gov.uk) Fri, Jun 2, 2017 10:59 am

To **salimabay** salimabay@aol.com

Cc **William Sparling** William.Sparling@southandvale.gov.uk, **Louise Rawlins** Louise.Rawlins@southandvale.gov.uk, **Sam Townley** Sam.Townley@southandvale.gov.uk

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Dear Peter,

Please find attached our comments for the questionnaire. These are recommendations and so it is up to you whether you decide to go with them.

Our aim is to help groups to make good quality neighbourhood plans that successfully plan for towns and villages. The support we offer is set out on our website and we are happy to set up regular meetings to discuss progress and support you to prepare your plan. The approach to community engagement so far is excellent!

We are happy to support you in preparing site allocations for your neighbourhood plan. Generally, my feeling is that including the Dandara site in the questionnaire is a little too early and that first it would be good to talk through the process in more detail about delivering sites through your neighbourhood plan.

There are risks with including the section about the 'Dandara' site in the questionnaire. These are as follows:

- There is a risk to the neighbourhood plan and parish council by raising expectations within the village about 'benefits' that subsequently are not delivered.
- A clear process for allocating sites should be followed and we can support you. This is so alternative options can be tested to ensure that the most sustainable site is chosen. The risk is that your neighbourhood plan does not pass independent examination and risks successful legal challenge. We are mindful that this process would likely require Strategic Environmental Assessment (SEA), site assessments, and a 'call for sites' process. Viability assessments are also likely to be useful for understanding what benefits can be delivered. This guidance document should help with understanding the wider context of this kind of proposal in a neighbourhood plan: <http://mycommunity.org.uk/wp-content/uploads/2016/09/NP-Site-Assessment-Toolkit-Final-version.pdf>
- That said, we would be happy to support a site selection process and have the expertise to do so. You might also consider applying for support from Locality, if you haven't done so already. We are happy to help you with that application.
- If you would like to include something about housing in your questionnaire, you might wish to include something generic regarding site allocations. I make the following suggestion for you to consider:
  - "Would you like to see the neighbourhood plan deliver a site for housing
  - You might also choose to include sub-questions on this topic - ? if it could deliver one or more of the following: **\*list\* ?**" for example. There remain risks associated with this approach for similar reasons outlined above.

Finally, Karen Tolley our Young People's Coordinator has made some initial comments also. Both Karen and Louise are able to support the NP group in your work with children and young people. Please contact Louise if you would like to discuss further.

Best wishes,

**Rachael Riach**  
Planning Policy Officer (Neighbourhood)  
South Oxfordshire and Vale of White Horse District Council