

**DRAFT MINUTES of a Meeting of the Neighbourhood Plan (NP) Committee of
North Leigh Parish Council (NLPC) held on
Tuesday 16th June 2025 at 6:00 pm in the Turner Hall**

Committee Members Present:

Paul Evans - PE
Steve Legg (Secretary) – SL
Suzanne Millar – SM
David Painter - DP
Kevin Swann (PC) – KS
Judith Wardle – JW
Adrian Watts – AW
Sherard Veasey (Chair) – SV

NP271. Apologies for absence

David Harris - DH
Malcolm Shead (PC) – MS

NP272. Public Forum

Tony Chan attended in relation to item NP 275.

NP273. Declarations of Interest

None.

NP274. To Consider Actions of Last Meeting

The minutes of the meeting of 28th April record the following actions:

NP247 - JW - Oxfordshire Treescape Project –

JW was unable to find much of any relevance in the Oxfordshire Treescape Project. However, the Woodlands Trust has some useful information about veteran and ancient trees in the parish.

The committee hopes to be able to identify any veteran and ancient trees not listed, and would also like to investigate how to obtain Tree Preservation Orders on these trees.

ACTION – SL – include in Agenda of a subsequent meeting.

The minutes of the meeting of 27th May record the following actions:

NP267 – JW – to check missing map in Baseline Evidence – Done – the map is there.

NP267 – Green Spaces – SM, SV, SL, PE, KS – these have been investigated and were discussed below.

NP267 – Housing Policies – SV, DH – these were circulated and discussed below.

NP267 – Other comments – JW – update Baseline Evidence to refer to the length of PRW in the parish –

ACTION – JW (continues)

NP275. To consider offer to “polish” the Reg 14 document

Mr Tony Chan of North Leigh has offered to reprocess the Neighbourhood Plan document using Desktop Publishing (DTP) software in order to improve the appearance of the document and to make it more attractive and accessible. This will encourage the widest possible readership and feedback by members of the public.

The committee warmly accepted Tony’s offer to assist and agreed to pass the finished Reg 14 draft NP to him for final processing immediately prior to submitting it to WODC.

NP276. To consider drafts produced by the committee for the Local Green Spaces proposals.

Ref minutes of 27th May, item NP267

- SM has drafted a section for Quicken Copse as a Local Green Space. It was agreed that this is a strong contender for inclusion in the plan.

The farmer’s field to the south of Quicken Copse is owned by the Hazells and is a level piece of land suitable for future use as a village playing field. There was a discussion over what options might be available within the Neighbourhood Plan for designating it as such.

There is also a level field to the southwest of the Lioncourt proposed development, on the same side of the main road. This field is also suitable for future use as a village playing field. Can it be designated as such within the Neighbourhood Plan?

ACTION – SL will ask CFO for advice.

- SV has drafted a section for the site of Shakenoak Roman Villa. It appears it does meet the criteria of the Cotswold Toolkit.

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- SL has drafted a section for the Windmill Field, and the committee agreed that this meets all criteria and should be included.
- PE has drafted a section for the grassed area to the west of Marlborough Gardens. While it does not meet all of the criteria, the committee felt on balance it should be included.
- KS has looked at the “Beach Field” at East End. This is in the flood plain of the Evenlode, but given recent developments in similar situations, it was felt it should also be included.

ACTION – SM, SV, SL, PE, KS – complete the drafts of the Local Green Spaces.

NP277. To consider comments produced by SV & DH on draft policies H1, H2, H3

SV and DH worked together to produce the revised draft Housing Development policies.

- Renamed HD1, etc to distinguish from WODC Local Plan H1, etc policies
- KS has picked up some minor typos using the MSWord Editor and recommended SV check the document using this tool.
- HD1, 2, 3 repeat the 40% extra housing since 2018 argument. Is this repetition avoidable or unnecessary? The committee agreed that since policies can be used in isolation, then this point should be repeated in each.
- HD2 Rationale, bullet 2, 2nd sentence – what are “exceptional circumstances”? The committee suggested deleting this sentence.
- SV explained that the overall approach to these policies has been based on:
 - o Echoing the WODC Local Plan housing recommendations for villages such as North Leigh, noting it is a village rather than a rural/local service centre such as Hanborough.
 - o Base the policies on the views expressed by over 80% of survey respondents that the level of new housing in the village since 2018 has been excessive.
 - o Recognise the large majority of survey respondents preferring to see 2-3 bedroom houses for open market sale, should there be any further developments.
 - o Recognise the very high level of public engagement in recent planning proposals for developments of more than 10 houses.

The committee expressed general approval of the draft policies produced by SV & DH.

NP278. To approve sending the committee’s comments on the draft policies to CFO

- **Housing Development Policies** SV has already copied these to CFO – he will send an update to incorporating comments made at the meeting. SL will forward to CFO comments from the committee on the other policies.
- **Comments on other Policies** – SL will take the comments on these made at the committee meeting of 27th May and forward to CFO by close of business tomorrow.

ACTION – SV, SL

NP279. Agree Actions to be carried out prior to next meeting.

See above.

NP280. Date of Next Meeting(s)

The next Neighbourhood Plan committee meetings will be in the Turner Hall at 6 to 8 p.m. on Monday 23rd June and again on Friday 27th June at 6 to 8 p.m. The meetings will take the form of a review of the policies with CFO staff via Teams. It is hoped that a technical solution will be found to allow all committee members to be in the Turner Hall while CFO staff participate remotely via Teams. PE cannot attend the meeting on the 27th and possibly not that on 23rd either.

ACTION - SL will consult CFO to see if they can recommend a technical solution to running the meeting this way.

The next public consultation will be at 6 to 8 p.m. on Friday 11th July in the Memorial Hall. Advance apologies were made by SV and AW.

ACTION – SL – draft a flyer to be used as follows:

- Attached to local notice boards and prominent telephone poles

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- Emailed to the Parish Council email list
- Posted to the Parish Council FB page
- Cross posted to the North Leigh Community FB page
- Local WhatsApp groups

Meeting closed at 1925.