

**MINUTES of a Meeting of the Neighbourhood Plan (NP) Committee of  
North Leigh Parish Council (NLPC) held on  
Monday 8<sup>th</sup> May 2026 at 4:00 pm in the Turner Hall**

**Committee Members Present:**

Paul Evans – PE  
David Harris - DH  
Steve Legg (Secretary) – SL  
Suzanne Millar - SM  
David Painter - DP

Kevin Swann (PC) – KS  
Sherard Veasey (Chair) - SV  
Judith Wardle – JW  
Adrian Watts – AW

**NP367. Apologies for absence**  
None

**NP368. Public Forum**  
None.

**NP369. Declarations of Interest**  
None.

**NP370. To Agree and sign the minutes of the previous meeting**  
The minutes were agreed and signed by the chairman

**NP371. To Consider Actions of Last Meeting**

NP 364 – KS – arrange for last call for responses - Completed  
JW, SM – quiz at coffee morning prior to Referendum - Next year.

**NP372. To consider the responses received from the Reg 14 Consultation**

- There were 97 online response forms completed, 10 paper response forms, and email comments from three further landowners.
- The online responses have been downloaded into a spreadsheet.
- There have been substantial response documents received from WODC and OCC. A number of other statutory organisations have provided brief generic responses.
- JW noted that there were a number of glaring mistakes in the OCC and WODC documents – for example the section about flood risk gave a postcode in Bicester.
- JW noted that both WODC and OCC had commented on the need to provide an A4095 cycle path, but it would be the responsibility of OCC to provide this.
- KS noted that the Reg 14 Checklist Spreadsheet has columns to be used to log the committee's response to the comments logged.
- JW raised the question of the extent to which we should use AI in preparing the committee's response to the comments logged. It was generally agreed that it would be useful for analysis and of the comments, but that each comment would have to be processed by a human to ensure correctness.

**NP373. To consider programme of activities to deal with the comments in responses received**

- KS will produce a consolidated summary of the responses from individuals and organisations and any changes required to the draft plan will be identified.  
**ACTION: KS**
- SL will produce a consolidated summary of the comments received by WODC and OCC which will identify if any of their comments are contradictory and which are complementary.  
**ACTION: SL**
- At the next meeting, the committee will consider these summaries and the work to update the plan document will be divided up on policy lines between committee members.
- Each committee member editor will work on a copy of the draft plan, editing only the text within the group of policies concerned. The resulting set of edited documents can then be merged back into a single updated document.

- The editors will also produce a response document entry for each comment processed.
- SL will produce a draft timeline for the committee's work over the rest of the year. This will be reviewed at the next committee meeting. **ACTION: SL**

It is likely that a number of speculative developments will be brought forward over the coming months, which makes the completion of the Neighbourhood Plan a matter of urgency. The WODC housing pipeline currently only covers 4.3 years of demand whereas a 5-year pipeline is required. Thames Water are continuing to block new housing subject to a "Grampian clause" and these houses are excluded from the WODC housing pipeline.

**NP374. To agree actions to be carried out prior to next meeting**  
See above

**NP375. Date of Next Meeting**

The next Neighbourhood Plan committee meeting will be in the Turner Hall at 4 p.m. on Monday 29<sup>th</sup> June.

Meeting closed at 17:35