MINUTES of a Meeting of the Neighbourhood Plan (NP) Committee of North Leigh Parish Council (NLPC) held on Tuesday 29th September 2026 at 4:00 pm in the Turner Hall

Committee Members Present:

Lewis Crowther - LC
Paul Evans – PE
Steve Legg - SL
Kevin Swann (PC) – KS
Sherard Veasey (Chair) - SV
Judith Wardle - JW

NP430. Apologies for absence

David Painter
David Harris
Adrian Watts

NP431. Public Forum

None.

NP432. Declarations of Interest

None.

NP433. To Agree and sign the minutes of the previous meeting

The minutes were agreed and signed by the chairman.

NP434. To Consider Actions of Last Meeting

- NP408

- JW queried one of the view definitions in which the wording mentioned the view was "towards Wilcote", although Wilcote is not visible. Agreed to modify wording to "In the direction of Wilcote (not itself visible from here)" **DONE**
- An issue with the Character Assessment appendix in the map which showed extents of the EE and Wilcote character areas having the same label. Also noted in the Local Green Space appendix that the "Beach Field" was used with a Local Green Space that no longer has this name. SL agreed to fix this. **DONE**
- Incorporating above changes - **DONE**

NP409

- KS circulated copies of other statutory responses – Witney Town Council, Natural England, Ramblers, Thames Water. These will need processing and any required documentary changes to be included

ACTION – LC - **CONTINUES**

NP426

- LC having been accepted as a new committee member, it was suggested he might review the OCC and WODC comments on the Reg 14 consultation against the updates we made to the NP and apply a “fresh pair of eyes” to what we have done.

ACTION – LC – **DONE**

- The committee expressed its gratitude for LC’s comprehensive review and for his offer to apply the changes he recommended to the NP documents.

- KS will make some further changes to the set of documents that make up his draft Consultation Statement, to tidy them up and improve the integration between the spreadsheets and the main MS Word document.

ACTION – KS – **CONTINUES**

NP427 Assessment of impact of new NPPF

- JW, DH and SL had produced reviews of the potential impact of the new version of the NPPF on the Neighbourhood Plan (NP). The committee discussed these and reached a conclusion that no changes to the NP were necessary.

NP435. To consider the work on the Consultation Statement for Reg 14 Consultation (CS)

KS circulated the latest version of the draft Consultation Statement v.1.01 after the meeting. There was a discussion about whether the CS should report on the comments received by other statutory consultees – including Thames Water, The Ramblers, Natural England, and Witney Town

Council. These had been largely of a routine generic nature, but some had been echoed by OCC and WODC comments.
There was also a discussion about Landowners and Developers' responses. It was resolved to ignore those from Helix / Hyas on the grounds they had not been consulted.
There had been a response from Lioncourt, who had been consulted. It was agreed they should receive a non-committal generic response.
KS will make some some further changes to the set of documents that make up his draft Consultation Statement, to tidy them up and improve the integration between the spreadsheets and the main MS Word document.

ACTION – KS

NP436. To consider the work required to update the Neighbourhood Plan for consistency with the new NPPF

- See above discussion minuted above in NP434 (NP427).
- JW and DH noted that the new NPPF strengthens the need for sustainable development and for ensuring that development does not go forward without the necessary supporting infrastructure. These are policies which the North Leigh Neighbourhood Plan already recognise.

- WODC commented about HD3 that it should refer to the WODC Sustainable Travel Policies, and to OCC's Local Transport and Connectivity Plan (LTCP)
- WODC comments recommended the repetition of various WOLP policies in several places in the NL NP. This has been discussed on a number of occasions and we decided that we will retain the repetition so that the reader does not have to follow though cross references to get the full story.
- WODC commented that there are no flood risk maps. It was decided to include these and if necessary to add annotations to areas subject to flooding due to surface water that are not shown on public maps. For example, Cuckamus Green, Akeman Road, Masons Grove, Green Lane, the adventure playground, etc.
- WODC also mention the need to refer to the WODC Sustainable Drainage Systems (SuDS) policy.
- The text box on page 25 of the NL NP that records the number of attendees at planning meetings should be amended to include the fact that there were over 60 people at the Elivia proposal review by the NL PC on 25th August.
- Thames Water has made a number of suggestions in their response of proposed policy text tp be added to the Neighbourhood Plan. These should all be added where indicated.

ACTION – LC – Implement the 3rd to 8th of the above changes to the NP document.

NP437. To consider the draft Basic Conditions Statement (BCS) by BP

The committee had reviewed the BCS produced by Bluestone Planning and will accept it providing the following changes could be made:

- The reference to the "Steering Committee" should be replaced by the "Neighbourhood Plan committee".
- On page 13 there should be a clarification of exactly what conservation area is being referred to.
- There is a typo. Table 4, page 16, the bottom left-hand cell should be "- -" , not "one –"

NP438. To consider draft timeline of activities over the coming 12 months

It was decided to **aim for submission of the Plan by 31st October.**

The remaining tasks to be carried out prior to reg 15 submission consist of:

- Apply the comment responses to be prepared by LC to the NP document (LC – before 9 Sep 26)
- Pass main NP document to TC for final document formatting / spelling corrections (TC - 5d)
- Consultation Statement (KS, All – before 9 Oct 26 – KS then away until 9 Nov 26)
- Assemble / package / check all documents for sending to WODC (SL – 2d)

NP439. To agree actions to be carried out prior to next meeting

See above.

NP440. Date of Next Meeting

The next meeting of the Neighbourhood Plan committee will be in the Turner Hall at:

- 4 p.m. on Tuesday 20th October.

Meeting closed at 17:40.