

11th Meeting of Sunningwell Neighbourhood Plan Steering Group

7:30 pm, 18 September 2026, Sunningwell Village Hall

Minutes - DRAFT

Contributors:

Judy Aspinall, Liz Browne, Bob Evans, Duncan Graham, Andrew Hoare, Lindsay Judson, Karen Laister, Mike Osborne

Apologies: Robert Chorley, Bruno Delacave, Liz Delacave, Debbie Neal, James Weeks, Richard Youdale

1. The Chair welcomed members of the Steering Group to the meeting, and noted that the Minutes of the meeting held on 14 July 2026 had already been approved by email.
2. There was a discussion of the Chair's note on Update on Progress, Status, Timescales, and the Local Government Reorganisation, which had been circulated in advance. It was noted that no emails sent to those on the Reg 14 pre-submission consultation list had bounced, and that follow-up contact had been made where no confirmation was received that the initial email had been opened. The Chair and Karen had had a very helpful Zoom meeting with the new Planning Policy Officer (Neighbourhood), Policy and Programmes, and the new Planning Policy Team Leader (Neighbourhood), Policy and Programmes. It was noted that a new version of the National Planning Policy Framework (NPPF) was released on 17 August, replacing the December 2024 version, and that modifications would be required because of this, including updating all cross-references to the NPPF. It was also noted that a document had been received from the Vale of White Horse indicating that the Local Government Reorganisation should have no effect on our NP process, and that the subsequent pausing of this may afford us a little more time.
3. There was a discussion of the draft Basic Conditions Document, which had been put in the shared site in advance. It was noted that this was an initial draft, and it was agreed that further work on it should be done, in the first instance, by the Chair with assistance from the Secretary.
4. There was a discussion of the statistics relating to the feedback from the Reg 14 Consultation as summarised in Appendix 3 of the revised Consultation Statement. It was noted that we were required to log all feedback and document our discussion of our response.
5. There was a lengthy discussion of the Reg 14 feedback received, our possible responses, and who should generate the first draft of those responses

First, the SG considered the non-Council feedback:

National Highways: as the feedback was ‘No Comment’, the SG decided that there was no need to make a response beyond the acknowledgement that has already been sent by the Chair.

Avison Young for National Gas Transmission: as the feedback was that National Gas Transmission had no infrastructure within the VOWH administrative boundary, and that no action was required by the Parish Council, the SG decided that there was no need to make a response beyond the acknowledgement that has already been sent by the Chair.

Thames Water: the feedback made several comments including the suggestion that Policy NEBW3 could be strengthened. It was agreed by the SG that this feedback will be referred to the Steering Group members from the Natural Environment, Biodiversity & Wildlife team for further consideration.

Natural England: the feedback appeared entirely positive but it was agreed by the SG that this feedback be passed to the Steering Group members from the Natural Environment, Biodiversity & Wildlife team for further consideration. The SG noted the Guidance notes proved by Natural England.

One parishioner submitted feedback, on the one NDHA application. It was noted that the nature of this was clarification and factual correction and it was agreed that this be referred to the Heritage & Character team for consideration.

The SG then considered the feedback from VOWH and OCC (‘the Councils’). It was agreed that the responses to some typographical, layout and terminology comments from VOWH could most efficiently be drafted by the Chair who would then circulate them for comment. It was also agreed that the Chair would circulate an updated and expanded version of his summaries of the comments by the Councils. It was agreed that the more substantial policy-related comments from the Councils should be considered in the first instance by a team consisting of all or some of the SG members who had been representatives of the relevant Working Group, and a lead was identified for each of these teams. It was agreed that comments which related to the Appendices on NDHAs and Important Views, and non policy-specific comments (e.g. about terminology) should be considered in the first instance by the Chair with the assistance of the Secretary.

6. It was agreed that discussion of responses to the Councils’ feedback could proceed by email, and that if a further meeting were needed, it would be held on 5 October 2026 **at 7.45** in the Sunningwell Village Hall (NB the slightly later time).

The meeting closed at 8.40 pm.

Lindsay Judson