Notes of meeting held on 28th October 2021 at 16 Wixes Piece Ashbury from 18.00- 19.30

**Those Present**:

**Members of Neighbourhood Plan Group:** Chair, Yoshi Nishio, Christopher Prentice, (also as Chair of Ashbury Parish Council) Peter Cowx, (also as Website Officer of Ashbury Parish Council), Peter Challen Smith, Julia Blake, Pauline Smith

**Members of Ashbury Parish Council:** above, James Greenham Volunteer Officer

**Ashbury Parish Resident**: Roger Baker

**Purposes of meeting**

1. To consider, address and agree any ongoing actions as recorded below pertaining to the application submitted for installation of 5G mast on Walnut Trees Hill Ashbury

* The application is part of ‘infrastructure’ planning
* In this situation, Oxfordshire County Council is 1 of three County offices nationally to be supporting at this point in time, the installation of masts across a County
* Except in certain locations and circumstances, no planning permission is required to install these masts (updated government guidance and code of practice 2021 for such infrastructure installations)
  + The proposed siting of this mast at a location in Ashbury required the installers to submit a ‘prior approval 56-day process’ application to the Vale of White Horse District Council (VWHDC) which the submitters rated as amber – submitted 30th September 2021
  + This application triggered a VWHDC process of consultation and timeline for their required actions and decision making re the ‘prior approval’ submission and proposed siting of the mast
  + The VWHDC had sent consultation notices to Ashbury Parish Council (APC), This was forwarded as normal APC planning application process to NPG
  + NPG Chair convened an urgent meeting with residents, NPG and APC members on site – he shared which NP policies the application contravened and how the inclusion of these would form the shape of objections to the application –
    - to be submitted by NPG/APC and to guide all objections raised by residents
    - He would compile guidance for ease resident objecting and circulated via Ashbury email and Facebook page
  + Other actions emerged over the next time period of the consultation phase sparked by resident concerns with input from APC officers. These included:
    - Contact with local councillor for action re the application. Process for residents to sign ‘site’ petition, onsite presence as VWHDC requested ‘trench review’ of the site, delivery of leaflet to each household re application

1. To vote for the replacement Chair role of Ashbury Neighbourhood Plan Group (NPG) and discuss option/actions to recruit new members to the NPG
2. **5G mast application**

* Yoshi thanked all members present for their actions so far and reminded all that despite all the input and objections the mast application may be agreed because this is part of national planning requirements
* Pauline took the group the VWDC process for addressing planning applications and for this 56 day prior approval application, with the intention of clarifying and making visible ‘where now’, ‘range of possible decision outcomes’ and allow the generation of any possible further actions during the ‘application under consideration phase’ (attached)

**Agreed actions:**

* 1. *CP* to have further discussions with EW re concerns re this siting application
  2. For press coverage options to be accessed if objections not upheld: *JG* to access previous local journalist sources, *PS t*o request ONPA for any journalist sources
  3. To register learning from this event, what worked well and easily and what not so
* APC via *CP to organise/delegate* to map out a step-by-step process, methods and action plan including communications plan, to be used for any further type applications, including how Ashbury Website could be used to provide all the necessary application content information and steps being taken

1.4 For *PS* to follow up with ONPA how newly agreed VWDC contact for NP between ONPA/NPG’s and Vale is progressing to establish value and equal weight in decision making for NP --- this application process is being used as a pilot for those connections, use of NP between VWHDC and NPG *(meeting between Policy Planning team and NPG already taken place 5th Nov 2021, outcomes recorded separately)*

1.5 APC to note they may be required to compile an explanatory communication statement to share with all residents should the siting of the mast be agreed despite the level of parish residents’ objections to this site

1. **Replacing Chair NPG, recruiting new members**

* Yoshi N confirmed he would be resigning from the Chair role as from immediate effect, though offered to be available for advice and input when in his new location
* All thanked him enormously for his contribution and expertise he has brought to this role
* CP commenced process for appointing a replacement chair – Proposed Pauline Smith, seconded by PC and supported by all the other NPG members present
* PS acknowledged taking up role and outlined a range of actions generated over the last few weeks in joint discussion and input from YN
  + Mindful of the need to recruit new members to NPG - the development of an ‘orientation to the role of NPG and taking on Chair role’ in a manual, and the proposal for a range of methods to be used to recruit new members – including personal approach to named residents, the setting up of a panel of experts who could be called on to provided expert content advice
* CP shared a number of suggestions for the recruiting process, including an open meeting at the Village Hall

**Actions agreed**

* For chair position to be taken up from now. PS to transfer over email address and take over current planning application responses
* For members present to consult with names proposed who could be approached on a 1-1 basis as part of a recruitment process