

Meeting of NDO Steering Committee on Friday 11 December 2020

By Zoom

Present

Giles Baxter (GB)

Simon Russell (SR)

Christopher Purvis (CP)

Rob Hollin (RH)

Chris Neill (CN)

Penny Hill (PH)

Chris Brotherton (CB)

Charles Champion (CC)

Sara Ward (SC) – newly appointed and representing the GP Partners

Apologies

Irene Steinbrecher (IS)

Estelle James (EJ)

- 1) GB welcomed SW to the committee. As previously discussed the two doctors were unable to commit sufficient time to the committee. SW would act as a consultant to them and would represent them on the committee in future. This was endorsed by the meeting and SW was warmly welcomed. GB introduced the members and explained their roles within the SG. SW introduced herself.
- 2) CN asked for a vote by the community members (RH, CN, PH, SR) if they were content for GB to continue as chair in light of a letter expressing certain concerns about governance and process that had been received by the Parish Council (see also items 5d and 6). GB offered to stand out for the discussion. The community members voted unanimously that GB should continue as chair. CN noted that this is the only time in the history of the NDO and NP SG's where a formal vote has been required.
- 3) Minutes of meeting 5 November. Agreed.
- 4) CB gave the highlights from the consultation:
 - a. Strong impassioned responses.
 - b. High response rate in his opinion based on other consultations he has been involved with.
 - c. Significant majority support the proposals. However the strength of concerns raised by some led him to suggest that the proposal should not go forward to SODC until every attempt has been made to address these concerns.
 - d. PH and RH both reinforced that the SG must be true to the process. This is an initial consultation, and the breadth and depth of comments warrant a longer time to consider than we might previously have thought. The meeting agreed that the consultation had been a success in that a broad section of the community have had their say. CN opined that, in statistical terms, the size of the sample of responses received in terms of support and against were representative of the community as a whole within a 95% confidence level.

- e. The meeting also noted CB's view that consultation, by its nature, is a process of which the outcome is uncertain. And that the SG must now work hard to reduce that uncertainty through a series of meetings, calls, site visits etc with concerned parties.
- 5) Next steps:
- a. The SG agreed that GB should write to all residents thanking them for their responses, a very high level view of the level of support, and an outline of what will happen after the Christmas break. To go out by mail, on the website, and village email. **[Afternote: letter finalised on 18/12 and distributed]**
 - b. The letter should include a notice to address a concern about GPDR as raised by one resident. **[Afternote: letter includes GDPR clarification]**
 - c. Analysis method to be agreed early in January. GB and CB to produce some initial statistics for SG use only, so that the SG can start to develop a sense of what the issues are, and whom they affect. It was agreed that all members of the SG must be involved in the analysis process (In GDPR terms – the data processors), not just CB. The analysis will be owned collectively by the SG. **Action All**
 - d. The analysis would focus on comments raised on the content of the draft NP and development proposals, not issues of process raised in the letter that had been received expressing concerns about governance and process (see item 6). These would be investigated by the Parish Council and SODC separately. **Action CN**
- 6) CN explained that a letter expressing concerns about governance and process had been received by the Parish Council. The Parish Council and SODC would investigate the matter. CN direction was that the letter should not be circulated to members of the SG who are not on the Parish Council, with the exception of GB who will be required to draft a response. CN, as PC chair, also directed that any communication from any of the signatories of the letter should be referred to him, and that members of the SG were not to engage in any communications, meetings, emails etc with the signatories, until the PC and SODC investigation is complete. It was agreed however that CC could continue to engage 'on normal estate matters', e.g. boundary issues. **Action All.**
- 7) The SG agreed that there should be an initiative to recruit new members to the BDO SG in the new year, once this stage of the project is complete. There would need to be further discussion in the new year about the requirements, in particular numbers and skills. The advertisement should be explicit about what the SG needs, eg a), b), c) and e) below, and that applicants should be interviewed by a panel of 3. The SG agreed that the decision about whether an applicant could join should be taken against a set of agreed criteria. These might include:
- a. Willingness to make a 3 year commitment
 - b. Skills and experience, particularly if there is a skills gap in the SG.
 - c. Representative balance of the SG, noting that Burcot and CH north of the A415 are currently under-represented.
 - d. Potential for conflict of interest with the overarching purpose of the SG, which is to see the NP and NDO through to adoption post referendum, on behalf of the whole community.
 - e. Willingness to act as advocates in support of the proposals once submitted to SODC for R14 and R21 circulation, setting aside any personal interests.

It was of great importance that the community had the best possible group to take forward the project if and when it is approved to deliver the best possible outcome for the community.

- 8) CB emphasised the need to 'follow process'. Where this was unclear, the SG should seek SODC advice as they have done on numerous occasions in the past.
- 9) SW, as the new member of the SG to review any material felt it would help to have a view from someone who has not been involved so far.
- 10) It was agreed that the SG should take a two week 'stand down' from Friday 18th December.
- 11) DONM: Friday 22nd January, by Zoom.