

## Minutes of Neighbourhood Plan (NP) Steering Group meeting, 7<sup>th</sup> July 2015

### Meeting Number 18

Present: Nikki Wilson (chair), Rob Hewlett, Jane Brentor, Helen Willcox, Margaret Tribe, Dave Mace, Peter Favier, Simon Walker Bircham

Apologies: Hilary Mace, Ian Draper, Alan Foster, Graham Humphries, Sally Lacey, Susan Barnhurst-Davies, Mike Norman, Lucy Norman, Richard Ford, Ian Campbell, John Elliot, Christopher Bird.

		Actions
1.	<p><u>Registration and conflicts of interest</u></p> <ul style="list-style-type: none"> <li>Rob Hewlett explained that he will be re-approaching the Parish Council with a fresh application for between 18 and 25 houses. He agreed not to take part in any vote where his property development interests would conflict</li> </ul>	
2.	<p><u>Minutes of the last Meeting</u></p> <ul style="list-style-type: none"> <li>Nikki reported that she has spoken to Christopher Bird who has agreed to take part in developing the assessment criteria for the site preferences. Simon explained that he cannot do this but is willing to review them once created.</li> <li>Nikki has noted to Wiltshire Council that the DPD response was not an agreed response of the Steering Group's views – WC acknowledged this and explained that there was a further opportunity to review the DPD and involve public consultation up until next year. Rob H gave dates that indicated that the DPD would not be ratified until the end of 2016.</li> </ul>	
3.	<p><u>Response from Wiltshire Council</u></p> <ul style="list-style-type: none"> <li>Nikki outlined the response from Robyn at WC to a series of questions</li> <li>Historic England have made a referral which we feel will be covered by our inclusion of the Village Design Statement. Robyn is constructing a response to argue that Downton's sites will not conflict with Historic England's interest. Nikki will request to view the response before it is sent.</li> <li>Robyn indicated that Downton needed 40% affordable housing but this is actually understood to be incorrect as it is 30%.</li> <li>We have been told that we should not liaise direct with the Highways dept but this is of concern. Consideration needs to be given as to whether a copy of our transport policies should be sent for comment re viability. Nikki to ask. Bev Cornish has met with Highways outlining a number of suggestions made by members of the public. Liaison with Bev may assist.</li> <li>The WC response did not clarify the issue of the subsidy of the leisure centre but did raise the possibility of 'the community right to bid' for local assets should they come up for sale. Nikki to ask for a toolkit in order to assess the relevance of this. The general view was that the NP should include a list of such sites/assets.</li> <li>There has been a policy outline regarding employment and no sites in Southern Wiltshire have been identified for employment protection – it may be appropriate to include elements of this policy in the justification and evidence section of local economy.</li> </ul>	<p>NW</p> <p>NW</p> <p>NW</p> <p>NW</p> <p>Ed group</p>
4.	<p><u>Update from Parish Council</u></p> <ul style="list-style-type: none"> <li>A meeting was held on the 3<sup>rd</sup> July between Charles Church, the Parish Council and the Local Education Authority. This was a meeting arranged by</li> </ul>	

	<p>Wiltshire Council and held in private. Notes are not yet available for sharing. Dave Mace was therefore unable to provide details.</p> <ul style="list-style-type: none"> <li>• There is a need to update the section referring to the primary school in the recent draft of the Plan. Dave agreed to ask some colleague councillors to review the section and rewrite with current situation. Jane to send section to Dave.</li> <li>• No other relevant points to feed back but all agreed that PC update should be a standing agenda item.</li> </ul>	DM JB
5.	<p><u>Steering group's view on revised policies and proposals</u></p> <ul style="list-style-type: none"> <li>• Those who had had a chance to read the latest version agreed that the policies and proposals are now more specific and measurable. However they will need to be presented to the Parish Council. Nikki is to attend the PC meeting on the 13<sup>th</sup> July and will present these. Jane to send a copy of the latest version to Bev with all references to the Parish Council highlighted.</li> <li>• <b>All Steering group members to comment to Jane by 26<sup>th</sup> July</b></li> </ul>	JB All
6.	<p><u>Editorial group feedback</u></p> <ul style="list-style-type: none"> <li>• Three further meetings have been held. A redraft now exists with all changes highlighted. Only a relatively few issues are now to be resolved. Editorial group to meet again at the end of the following week or early the week after and attempt to conclude this.</li> <li>• Simon confirmed that he will re-format the report but would prefer it sent in plain text. This has already been arranged. He is away for the first two weeks of August. It was agreed that it is unlikely that the redrafted Plan plus the site preferences will be with him by the end of July therefore making the target for sending to Simon now being the middle of August. He will need at least two weeks. It is therefore hoped that the Plan will be submitted to Wiltshire Council at the beginning of September.</li> </ul>	Ed group
7.	<p><u>Engagement group feedback and request for volunteers</u></p> <ul style="list-style-type: none"> <li>• All the comments received from consultation have been coordinated into a table and the outcome of each comment noted on the table to demonstrate how consultation has informed the plan following the pre-submission consultation. This will be added to the Consultation Statement.</li> <li>• No comments have been received back from any of the local schools apart from Trafalgar and none from the statutory agencies (apart from Wessex Water) despite reminders.</li> <li>• Meetings have been set up and some held with the developers of all the sites in order to inform the site preference analysis. Jane to contact Bev for Bradley Newman's email.</li> <li>• All agreed that the open meetings planned for August are to inform the public and not to further consult. Helen will re-word the email to go out advertising the events.</li> <li>• It was agreed that only the policies and proposals (including comments from Steering group and Parish Council) plus the site preference analysis will need to be on the website.</li> <li>• <b>People are needed please to volunteer to cover the two events which will be held Wednesday 12<sup>th</sup> August 4 – 8pm and Saturday 22<sup>nd</sup> August 10 am – 4 pm. Please see attached list for volunteers and please return to Jane as soon as possible.</b></li> </ul>	Eng group  JB  HW  JB  All
8.	<p><u>Project time scale</u></p> <p>Jane to complete a time line for Nikki/Jane to liaise with Alan.</p>	JB

9.	<u>Any other business</u> <ul style="list-style-type: none"> <li>• Nikki to inform Wiltshire Council that the plan is expected to be with them by mid September and may be used to inform the planning decision due at an extraordinary session of the South Wiltshire Planning on the 28<sup>th</sup> or 29<sup>th</sup> Sept..</li> <li>• Jane to ask Taylor Wimpey about the ownership/options for the strip by the Batten Road roundabout</li> </ul>	 NW  JB
	<u>Next meeting</u> Tuesday 4 <sup>th</sup> August 2015, 7.30 pm at the White Horse	