

Neighbourhood Plan Steering Group Meeting held on Thurs 24th August 2017

Present: Sandra Gamble (Chair), Steve Coxhead, Mike Page, Julia Ford, Richard Scott, Nick Barnes, Sue Newson.

1. Apologies : Mike May, Paul Rayner, Eileen Hinton

Retirements: SG expressed grateful thanks to those who had retired from the group - Glyn Evans, Steve Barr, Pat Strowger, James Miles Hobbs, and particularly Chris Thorne whose commitment and major input enabled the Plan to get thus far.

2. Minutes of the last meeting 14th December 2016 were agreed and signed.

3. Chairman's Update: At the December meeting of the Core Group, Chris Thorne presented his report "Issues affecting the Way Forward" highlighting the need for seeking parish council approval to find more skilled volunteers to push the process on and seek grant funding for consultant support for the technical areas. Also to encourage any planning application for the community-supported Site 7.

The Parish Council applied for and was successful in obtaining a Government grant to enable the PC to employ a consultant working to our brief. Four firms were approached for a quote. One was too busy, two - Impact Planning Services and Aecom - were over our budget and Neighbourhood-Plan.co.uk (Anthony Northcote), who came with a good reference from Calne council and within our budget. The Government grant application being successful (28th July 2017) we were able to appoint Anthony Northcote (AN) on the 9th August 2017. The grant and AN's contract is only valid for 6 months so there is a tight schedule to get the Plan ready for submission to Wiltshire Council in Feb 2018.

4. Settlement Boundaries – the current WC DPD Consultation has raised several issues regarding consistency with WC methodology some of which were previously set out by the Chair in a draft WLPC Comments report for consideration by the meeting. Further discussion also proposed that DAPS and the pre-school as already "built development" and all the Dauntsey School and DAPS playing fields and land should be included as "educational recreational amenity" areas. Householders have been contacted where there are changes of the settlement boundaries to enable them to comment individually if wished. These recommendations will be put to the next Parish Council meeting (7th Sept) for approval and submission to WC.

Notes on report clockwise : 1. Include Derek Elliott's house and garden LP. 2. Richard Scotts house ok. 3. Bungalow in RM Lane ok. 4. Robson's, part of their rustic garden not agricultural fields behind, ?ruins of old house in garden and other adjacent houses go to that boundary. 5. Eastfield – is part of their garden. 6. Recreation ground and DAPS – whole area is amenity/educational. 7. Several owners informed, The Manor, Rowles, Pat Holloway – methodology not consistent. 8. Footpath realignment ok. 9 & 10 Dauntsey School – boundary should go round the whole educational estate. 11. The Farm ok. 12. Pockocks field The Meadow ok.

Summaries will be amended to accommodate comments and presented to Steering Group before next parish council meeting.

5. Resumption of the Neighbourhood Plan process

Anthony Northgate (AN) is already in communication with WC re screening on SEA/HRA.

- The Housing Needs Assessment Survey (start date 27 Sept, closes 25 Oct, analysis from WC by 16 Nov 17) WC will provide forms postage and analysis. Agreed not to change the standard WC questionnaire. One copy per household to be delivered by hand – Mike May will organise but volunteers needed for this, completed forms to be returned in post to WC.
- **PC to collect forms by 27 Sept from WC, distribute on Thursday 28th September,** survey closes 25 Oct and analysis needs to be with us by 16th November to enable results to be incorporated before the Reg 14 consultation starts on 24 Nov 2017 (closes 5 or 12 Jan 2018):
- Policies map – organise and request WC to illustrate,
- Designated area map – produce,
- Reg 14 consultees' list – complete and finalise.
- Reg 14 consultees' letters – draft and ready to send at 24 Nov 17.
- Photos of parish for the Plan – Mike Page has photos from the Village Design Statement and Paul Rayner also supplying.
- Logo and Branding – AN has sent ideas for branding for the Plan, which all agreed with one request, that the “Our Place: Our Plan” phrase has more prominence (JCF emailed AN), different colours for each section, and more space round photos in body of document.
- Identify Green Spaces of community value
- Identify General Views (eg Ramscliff) – define and justify.
- Identify important village “building forms /materials”.
- Policies - build on first draft policies, AN has identified more needed and expansion on existing.
- Identify non-planning issues which the PC may wish to take forward eg traffic, parking, and facilities.
- Printing of Consultation Documents – AN will be drafting NP/policies, Basic Conditions Statement, Consultation Statement, SEA/HRA.
- Update details of Steering Group members.
- Draft wording for introduction of the Housing Survey.

6. Date of Next Meeting – t b a

26Aug17/JCF