

**Notes of the Neighbourhood Plan Meeting
Wednesday 27 January 2021 held virtually via Zoom at 6.00PM**

Present: Councillor R Wood (MWPC) – Chair (*until 7.15pm*)
Councillor J Glover (MWPC)
Councillor P Aves (MTC)
Councillor A Westbrook (MTC)
Councillor P Carter (MWPC)
Councillor P Alford (Wiltshire Council)
David Way (Wiltshire Council) (*until 7.10pm*)
Colin Harrison (Chamber)
Shirley McCarthy (Environment)

Officers: Teresa Strange (MWPC)
Lorraine McRandle (MWPC)
Patsy Clover (MTC)

In attendance: Vaughan Thompson (Place Studio)

The Parish Clerk (MWPC) confirmed the meeting was being recorded to aid note taking of the meeting.

1. Welcome and Apologies

Apologies were received from Chris Holden (MCAP). Mike Sankey and Rolf Brindle were not in attendance. Councillor Wood confirmed that he had to leave the meeting early.

2. Declarations of Interest

No declarations of interest were received.

3. Public Participation

Mark Harris was introduced to the meeting.

4. Terms of Reference

It was agreed to defer approval of the draft Terms of Reference until the next meeting.

5. Finance Report

Lorraine McRandle (MWPC) spoke to the latest financial report.

6. New Members

It was agreed to contact local groups rather than individuals to try and source new members to the steering group.

Resolved: Officers to contact Health Watch, Melksham Railway User Group, Melksham Historical Society, Melksham Seniors, Melksham Oak Secondary School, ATC

7. Global Warming and Climate Emergency Task Group

Shirley McCarthy introduced the planning report prepared by the task group at Wiltshire Council which had received direct input from Nick Murray of the Wiltshire Climate Alliance. She felt that it was a progressive piece of work and hoped that it would be warmly embraced by both councils.

8. Movement Working Group

The steering group noted the report prepared by Gerald Milward Oliver for Melksham Town Council. The report contains information regarding movement (walking, bus routes and cycling) around the town and also from the surrounding villages to the town. The report also points out deficiencies in routes around the town. It was agreed to ask Gerald Milward Oliver to speak to MWPC and also to a meeting of the neighbourhood plan steering group.

9. Land at Semington Road, Melksham

Councillor Wood advised members that the planning application for land at Semington Road, Melksham had been passed by the Strategic Planning Committee at their meeting earlier that day 6/ 5. It is anticipated that the development progress quickly. Councillor Wood pointed out that the development made no provision for secondary education although it included money for the NHS and Aloeric School.

Discussion regarding the timeframe offered by the Neighbourhood Plan for local land supply took place.

10. Semington Parish Council

It was noted that Semington Parish Council had expressed their desire to engage with the Neighbourhood Plan process.

It was agreed that it would be good practice to issue agendas and invite the neighbouring parishes to future meetings of the steering group as observers, but not as members.

11. Referendum Costs

The Parish Clerk (MWPC) advised members that referendum costs are currently paid for by Wiltshire Council; who claim the costs back for central Government. This had been checked before Precept setting.

12. Closed Session

In view of the confidential nature of the items to be discussed, it was agreed to ask members of the public to withdraw.

13. Notes of Recent Meetings

The notes of meetings held on 25 August 2020, 23 September 2020, 21 October 2020 and 25 November 2020 were received. It was agreed that the notes should remain confidential.

14. Whitley Farm

It was agreed to use the report prepared by Vaughan of Place Studios as the basis of the steering group's response to Savills regarding their proposal for development of the Whitley Farm site.

15. Local Plan Review

Vaughn from Place Studios presented a slideshow regarding the purpose of a Local Plan Review and the need for a plan of action. He explained the relationship between the Local Plan Review and the Neighbourhood Plan pointing out that this was an opportunity for the steering group to look at the allocation of development sites within the area, both strategic and non-strategic. The Local Plan Review could suggest numbers of houses and potential sites. At present, there are 17 clusters of sites on the map which all have to be assessed against various criteria. It was noted that Brownfield sites were the first priority. It was noted that Wiltshire Council's figure for housing required in the county based on economic and migration trends is higher than that produced by the government, which is the bare minimum.

David Way left the meeting at 7.10pm and Cllr Richard Wood at 7.15pm

It was agreed that the next meeting of the steering group would be held on 4 February. By then, Vaughan would provide a framework outlining the responses to be considered by the steering group and both councils. The importance of a coordinated response between MTC, MWPC and the Neighbourhood Plan steering group was recognised. It was agreed that the two councils must work together and agree a joint response for approval by the steering group at a meeting on 24 February and then by each council at separate Full Council meetings on 1 March, before the deadline for comments on the Local Plan Review of 9 March.

16. Planning Examiners

It was unanimously agreed to support Wiltshire Council's intention to appoint Andrew Matheson as examiner for the Neighbourhood Plan.

17. The date and time of the next meeting is:

4 February 2021 at 6pm virtually via Zoom; this will be a closed meeting as for members to discuss site options for the Local Plan Review.