

<u>Agenda Item No</u>	<b>Virtual Meeting of the Royal Wootton Bassett Neighbourhood Plan Working Group Held on Tuesday 23<sup>rd</sup> March 2021 at 7pm</b>	<u>Action by</u>
1.	<p><b>Welcome &amp; ‘Roll Call’</b>  <b>Attendees:</b>  Councillors Steve Bucknell, Paul Heaphy, Mike Leighfield, Eve Silvester, Jenny Stratton and Steve Walls [Chair]; Council Officers Stephen Nash, Michelle Temple and Gill Welsman-Clarke; Kirsten Ward, Roland Bolton (DLP Planning); Norma Bates, Paul Brown, Nigel Bailey, Dan Dunham, Jef Grainger, Alex Hutchings, Karen Kent, Roz Paton, Bob Philpott, James Shannon, Ross Wilson.</p> <p>The meeting was recorded for minuting purposes.</p> <p>Councillor Nic Hughes, who is not members of the Working Group, joined the meeting at 7.23pm.</p>	
2.	<p><b>Apologies for absence</b>  Apologies were received from Cllr David Bowler, Alex Roberts (DLP Planning), Mark Batterham, Angus Gunn, Rob Noel, Cate Watson.</p>	
3.	<p><b>Approval of minutes of last meeting (20<sup>th</sup> January 2021)</b>  Minutes from meetings held on 20<sup>th</sup> January 2021 were approved.</p>	
4.	<p><b>DLP Planning Policy Scoping Report - Discussion</b>  From the report previously circulated, K Ward presented the key decisions for discussion and agreement.</p> <p><b>Draft Vision and Objectives</b>  The Draft Vision and Objectives were discussed. See minuted item 5 for agreed recommendations.</p> <p><b>Recommended Policy Themes and Policies – Table 1</b></p> <p><b><i>Royal Wootton Bassett Town Centre</i></b></p> <ul style="list-style-type: none"> <li>• Design of new development was discussed. SB explained High Street buildings were built in 3 phases, in Pre-Georgian, Georgian and Victorian periods, with the code supporting buildings emulate the Georgian style and could use listed buildings as example of good design.</li> </ul>	

Concern was raised on enforcement of listed buildings and conservation area consent, for example owners replacing timber frame windows with PVC. Questioned whether a Design Code could include when time to replace PVC windows timber frame be supported.

### ***Design & Environment***

- Design codes discussed with two options available; detailed code supported by evidence or a more generic policy which is not as strong but provides some protection.
- It was felt the existing housing estates Green Park, Poets Woodshaw and St Ivel site were distinct and suggested the plan challenge development/architecture of houses be of eco sustainable design, used modern technology and eco/efficient waste management.
- Local Green Spaces to include Country Park.
- Wilts & Berks Canal to be designated a local green space and a specific policy drafted to protect future restoration of canal.

### ***Development beyond the Settlement Boundary***

- Policy can ensure sites developed outside the boundary relate well to the town and its amenities and are well connected to the town by appropriate infrastructure.
- Sites in south of the town outside the boundary could be influenced by the plan, such infrastructure links but the plan would not be able to allocate strategic sites which would come under the Wiltshire Local Plan.

### ***Infrastructure and Facilities***

- Suggestion made that an agreed key facility identified in new development be included in Section 106 agreement to be handed to the Town Council or appropriate organization for a nominal sum once infrastructure has been put in place first. DLP Planning would look into how to address this within the plan.
- Charity Led organizations, Youth Groups face challenges in securing a building to house their activities. DLP can include support new facilities to include these groups in the policy as part of social infrastructure, along with re-use of under-utilized building.
- Members were made aware of developments in which charitable groups are set up and a liaison officer is paid

	<p>by the developer to start activities. Once more houses are built and a champion comes forward to continue service delivery, developers then step away from the initiative. DLP advised such an initiative lies on the boundary of planning, but could be included in the policy using persuasive rather than prescriptive wording and would require an evidence base. This could be most effective for larger developments who could use it to attract buyers as their development intergrates into the existing community.</p> <p>SN put forward the plan explore a BID proposal to support the economy and local employment, with discussion having already been held with RP [RWB Chamber of Commerce President]. KWard advised this could be supported within the plan as a community action.</p>	
5.	<p><b>Vision and Objectives [To be agreed &amp; Consultation required?]</b></p> <p><b>Draft Vision</b> – following amendments agreed:-</p> <ul style="list-style-type: none"> <li>• To tweak the vision to include ‘sustainable environment’ whilst not losing ‘sustainable development’ which deals with other factors such as over development, delivery of services e.g. health, education etc.</li> <li>• Remove ‘continue’ from first sentence and re-word to emphasis the revised plan will build on the foundation set by the current plan.</li> </ul> <p><b>Draft Objectives</b> – following amendments agreed:-</p> <ul style="list-style-type: none"> <li>• Move ‘supporting zero or low carbon developments that incorporate green design principles’ from Objective 6 to Objective 3, rewording where appropriate.</li> <li>• Greater emphasis on ‘environment’ within the objectives. DLP Planning will amend the appropriate ones.</li> </ul> <p>KWard will amend the vision and objectives and circulate to working group by the end of Friday 2 April 2021 for final approval.</p> <p>No definitive decision was made on whether a public consultation was required.</p>	KWard / All

6.	<p><b>Next Steps &amp; Review Timetable</b></p> <p>Next steps and recommendations were provided by DLP Planning in their presentation [last slide].</p> <p>It was agreed that members re-read Table 1 Policy Scoping Recommendations and any comments including anything felt to be missing to be emailed to Steve Walls <a href="mailto:stevewalls@royalwoottonbassett.gov.uk">stevewalls@royalwoottonbassett.gov.uk</a> by Friday 2 April 2021. Emails received will be forwarded to DLP Planning to progress works.</p> <p>Timetable Part B was reviewed. KWard clarified that DLP Planning would draft policies with working group deciding on what additional evidence gathering could be done by the group and what the group would like to commission DLP Planning to provide.</p> <p>GWC had requested professional costs from DLP Planning prior to meeting. KWard would send fee proposal for Part B of their professional costs and include optional fees of suggested evidence gathering required to GWC by next week.</p> <p>It was further noted that no meeting could be held until after 20 May 2021 on which the Council would decide who will sit on the working group, as council membership may change resultant from the Town Council election of 6 May 2021. This would push the timetable forward by two weeks and thus concerns were raised on impact of proposed consultation period further into summer, when schools would be closed.</p>	<p>All to note</p> <p>All</p> <p>KWard</p> <p>KWard / GWC</p>
7.	<p><b>Communication Strategy Discussion [Consultation Report to wider community]</b></p> <ul style="list-style-type: none"> <li>⇒ <b>Press Release</b></li> <li>⇒ <b>Website/Facebook/Twitter</b></li> <li>⇒ <b>Post office window display, other comms/engagement strategies?</b></li> </ul> <p>GWC working with KWard will produce communication for the website, facebook and mailchimp.</p> <p>This will circulated to members for comments before posting.</p>	<p>GWC / KWard</p> <p>All / GWC</p>
8.	<p><b>Train Station Update</b></p> <p>Virtual meeting held on 26 February 2021 with Corsham Town Council to discuss collaboration with opening of train station in</p>	

	<p>respective towns. Corsham advised Wiltshire Council were submitting another bid to the DfT Restoring Your Railway Idea Fund for Corsham and Devizes. SN had submitted RWB support for their bid. It was agreed to keep in touch on a regular basis.</p> <p>A meeting with Wiltshire Council Principle Transport &amp; Development Manager (West and Sout) and Swindon &amp; Wiltshire Local Economic Partnership would be arranged to seek advice to on how to progress this project.</p> <p>As part of the supporting evidence submission of the current plan, the Town Council commissioned a report by SLC Rail. This report to be circulated to group members via We Transfer.</p>	<p>SW / GWC</p> <p>GWC</p>
9.	<p><b>AOB</b> AH invited members to join him for a site visit to a sustainable self built home in Liddington. Those interested to email SW who will liaise with AH.</p> <p>CW, who was not able to attend the meeting, proposed inviting Dave Knight, a fully qualified sustainable development professional to the next NPWG meeting, email circulated previously. This was agreed, GWC to make the necessary arrangements.</p>	<p>SW / AH</p> <p>GWC</p>
10.	<p><b>Date of next meeting</b> GWC to arrange next meeting for Thursday 3<sup>rd</sup> June 2021 at 7pm via GoTo meeting.</p>	<p>GWC / All to note</p>
	Meeting closed at 8.25 pm	