

<u>Agenda Item No</u>	Virtual Meeting of the Royal Wootton Bassett Neighbourhood Plan Working Group Held on Tuesday 12th April 2022 at 7.15pm	<u>Action by</u>
1.	<p>Welcome & ‘Roll Call’ Attendees: Councillors Nic Hughes, Eve Silvester, Carole Tan and Steve Walls [Chair]; Cllr Fiona Holness (non-Working Party member); Council Officers Michelle Temple and Gill Welsman-Clarke; Kirsten Ward (DLP Planning); David Addyman, Mark Batterham, David Bowler, Bob Philpott, Roz Paton, Cate Watson and Ross Wilson.</p>	
2.	<p>Apologies for absence Apologies were received Cllr Paul Heaphy and Cllrs Michael Cotton (non-Working Party member); Jef Grainger, Angus Gunn, Rob Noel, James Shannon and Katherine Wilson.</p>	
3.	<p>Approval of minutes of last meeting (1st February 2022) and outstanding actions Minutes from meeting held on 1st February 2022, previously circulated, were approved. No outstanding actions noted.</p>	
4.	<p>Locality Funding – Year End Report / Application for Additional Funding – Call for Sites and Site Assessment work Year End of report has been submitted and fund will need to be returned. Once done budget will be amended.</p> <p>Published on Locality website that funding was now available for another financial year - 1st April 2022 to 31st March 2023. GWC will work with KWard to apply for both Basic Grant funding (monies returned) and Additional Grant for Call for sites and Site Assessment work.</p>	<p>GWC</p> <p>GWC/ KWard</p>
5.	<p>Non – Heritage Assets – update SWalls updated work ongoing.</p>	
6.	<p>Open/Green Spaces – update BP updated current work has been sent to KWard. The next stage would be to complete the Local Green Space Designation Submission Form.</p> <p>Not a lot of green space within the town, mainly outside of the</p>	<p>BP / AH / JS / CW</p>

	<p>town. Wasn't sure East and Southern escarpments could be classed as heritage. KWard to review.</p> <p>Third party privately owned green space should be consulted on designating it a green space in the plan. For Town Council green space land can be taken to a Full Council for approval. CT to email BP, copy to KWard, sites identified for tree planting under the Queens Canopy to determine if these meet the criteria.</p>	<p>KWard</p> <p>GWC / MT</p> <p>CT / BP / KWard</p>
<p>7.</p>	<p>Local Character & Design – update</p> <p>⇒ Town Centre Boundary Review</p> <p>Subgroup to look at any permissions to change of use that has been granted within town centre, to determine if boundary needs extending.</p> <p>⇒ Benchmarking</p> <p>With government changes to Land Use Classes brought into force in September 2020 most traditional ‘town centre’ uses now fall within Class E making present NP Policy 2 redundant. The KPI on Class Use in 2016 Benchmarking Report used to underpin this policy no longer useful for any future commissioned reports.</p> <p>However, retail vacancy rates, car parking data, shoppers’ origin and travel patterns could be useful to evidence other NP policies and potential future funding opportunities. GWC to contact People & Places for a re-quote to bring back to the group for further discussion. CW advised RWB Environmental group had survey on travel patterns, contact name can be provided.</p> <p>General design for the town centre: –</p> <p>SW informed presentation by MB on widening parts of the high street pavement as possible design. He would be attending a Wiltshire Council online design workshop on 26th April 2022.</p> <p>General design for the town as a whole: –</p> <p>KWard will send the subgroup examples of character assessment, National Trust toolkit, and examples of good design.</p> <p>KWard will look into planning permissions for solar panels and bring back to the Working Group.</p>	<p>SW / MB / GWC / AH</p> <p>GWC</p> <p>KWard</p> <p>KWard</p>

8.	<p>Train Station Update SW from the meeting held with Wiltshire Council Transport Officers & Spatial Planner a letter will be sent to James Gray MP, previously circulated. PH had sent comments. SW will re-draft the letter for approval prior to it being set.</p> <p>It was agreed the present group who attended that meeting would form a working group to progress the station agenda. A future meeting to be arranged.</p>	GWC / SW
9.	<p>Active Travel – discussion KWard will review the presentation slides previously circulated to advise the group on if and how it can be incorporated into the NP.</p>	KWard
10.	<p>AOB None noted.</p>	
11.	<p>Date of next virtual meeting Wednesday 18th May 2022 at 7pm.</p>	All to note
	<p>Meeting closed at 8.27 pm</p>	