

<u>Agenda Item No</u>	Virtual Meeting of the Royal Wootton Bassett Neighbourhood Plan Working Group Held on Wednesday 13th July 2022 at 7.15pm	<u>Action by</u>
1.	<p>Welcome & ‘Roll Call’ Attendees: Councillors Carole Tan and Steve Walls [Chair]; Cllrs Michael Cotton and Eve Silvester (non-Working Party members); Council Officers Michelle Temple and Gill Welsman-Clarke; Kirsten Ward (DLP Planning); David Bowler, Jef Grainger, Alex Hutchings, Karen Kent, and James Shannon.</p>	
2.	<p>Apologies for absence: Cllrs Nic Hughes and Paul Heaphy; Cllr Fiona Holness (non-Working Party member); David Addyman, Mark Batterham, Angus Gunn, Rob Noel, Roz Paton, Bob Philpott, Cate Watson, Katherine Wilson, and Ross Wilson.</p>	
3.	<p>Approval of minutes of last meeting (12th April 2022) and outstanding actions Minutes of the last meeting on 12th April 2022 were approved.</p>	
4.	<p>Locality Funding ⇒ Application for Additional Funding – Update GWC informed that the application for Basic (£3,800) & Additional (£6175) Funding has been approved and total monies of £9975 had been received. Reason for applying for this amount is that the maximum that can be applied at any one time is £10,000.</p> <p>Budget would be updated to reflect the received funds and circulated to members.</p> <p>GWC further advised as part of the Locality funding bid, an application for technical support for Design including design codes had been applied for as well. A meeting with AECOM was held on Thursday 23rd June 2022, attended by SW, Kward, MT, GWC, which established they could offer not only technical support for Design including design codes, but further support with Housing Needs Assessment and potential Master Planning dependent on sites that came forth from the</p>	GWC

	<p>‘call for sites’ exercise, scheduled soon.</p> <p>⇒ Technical Support – Housing Needs Assessment Email confirmation circulated previously. All agreed to receiving this support. A future meeting to be arranged.</p> <p>⇒ Technical Support – Design including design codes Email confirmation circulated previously. All agreed to receiving this support. A future meeting to be arranged.</p>	<p>GWC</p> <p>GWC</p>
5.	<p>Call for sites and site assessment Documentation previously circulated. KWard explained the process, GWC & KWard will work together to send out letters and update website and advertise on social media and other outlets.</p>	<p>KWard / GWC</p>
6.	<p>Non – Heritage Assets – update SW updated members progress made. Letters to be sent out to identified owners. AH offered help in taking photos.</p>	<p>SW</p>
7.	<p>Open/Green Spaces – update BP who was leading the project with JS, CW, and AH was not present at the meeting. GWC informed she had recently spoken to BP in respect of the group sending their work to the Town Council and DLP Planning. BP to send work to JS, CW, and AH prior to sending to Town Council and DLP Planning.</p>	<p>BP</p>
8.	<p>Local Character & Design – update ⇒ Town Centre Boundary Review Sub working group had met on Tuesday 21st June 2022 and discussed the matter. The recommendation to the Working Party was to keep existing Town Centre Boundary, which members approved.</p> <p>⇒ Benchmarking Questions were raised by the Sub working group at their meeting on Tuesday 21st June 2022 that were sent to Mike King, People & Places Ltd, response (highlighted in red):-</p> <ul style="list-style-type: none"> • Can we pick and choose elements? Yes • Can we include additional questions? Yes 	

	<ul style="list-style-type: none"> • Will they include old Class Use against new E Class? Yes • Due to covid, what are they using to benchmark/compare on National & Regional basis? Both Pre-Covid & Post Covid figures <p>DLP Planning to review the quote and previous Benchmarking Study and bring recommendation to the next meeting which elements beneficial that could be used for the plan.</p> <p>⇒ Character Assessment on Town Centre – Saturday 30th July 2022</p> <p>SW advised the town centre had been divided in 3 areas and the first assessment would take place on date above. The 2nd date would be Saturday 20th August 2022, meeting at the Town Council office at 3pm. Members who would be interested in joining to contact GWC or SW.</p>	<p>KWard</p> <p>All to note</p>
9.	<p>Budget & Timeline</p> <p>Budget previously circulated. An error was spotted by GWC, so budget to be amended and circulated to members.</p> <p>Timeline previously circulated, members to note.</p>	GWC
10.	<p>Train Station Update</p> <p>Since last meeting, James Gray had been written to and reply receive, previously circulated CT informed she had met with James Gray MP who would fully support a train station in the town.</p> <p>CT to send him a synopsis.</p> <p>AH offered support on future social media campaigns.</p> <p>SW and GWC had attended the TransWilts Conference on Monday 23rd May 2022 where contact was made with Corsham Town Councillor Alun Crockford who advised to contact Michelle Donelan MP due the forthcoming Government electoral boundary changes for 2023 elections, in which the town would come under Chippenham, not North Wiltshire. SW advised he had emailed her but was waiting for a reply.</p>	<p>CT</p> <p>SW</p>
11.	<p>AOB</p> <p>⇒ Local Plan Review – Town Council response</p> <p>Had received a revised draft Place Shaping Priorities list which</p>	

	<p>the Town Council had responded to. List to be circulated to members.</p> <p>⇒ Wiltshire Council 5-year land supply – Update Received update from Wiltshire Council, to be circulated to members.</p> <p>⇒ WALPA Slides from presentation WALPA had with Wiltshire Council on 17th May 2022 and Press Release from James Gray MP on role of Neighbourhood Plans in Planning Policy previously circulated. SW provided a brief summary. Members invited to take time to read documentation and any questions arising can be directed to SW.</p> <p>⇒ Department for Levelling Up, Housing and Communities – Update CPRE view on The Levelling Up bill previously circulated. Members invited to take time to read documentation.</p>	<p>GWC</p> <p>GWC</p> <p>All to note</p> <p>All to note</p>
12.	<p>Date of next virtual meeting</p> <p>Dates of next virtual meetings at 7pm on Thursday 25th August 2022 and Thursday 6th October 2022.</p>	<p>All to note</p>
	<p>Meeting closed at 8 pm</p>	