

<u>Agenda Item No</u>	Virtual Meeting of the Royal Wootton Bassett Neighbourhood Plan Working Group Held on Thursday 25th August 2022 at 7.05pm	<u>Action by</u>
1.	<p>Welcome & ‘Roll Call’ Attendees: Councillor Steve Walls [Chair]; Cllrs Eve Silvester and Jenny Stratton (non-Working Party members); Council Officers Michelle Temple and Gill Welsman-Clarke; David Bowler, Jef Grainger, Alex Hutchings, Katherine Wilson and Ross Wilson.</p>	
2.	<p>Apologies for absence: Cllr Nic Hughes; Kirsten Ward (DLP Planning); David Addyman, Mark Batterham, Angus Gunn, Karen Kent, Rob Noel, James Shannon, and Cate Watson. <i>Post Meeting: Bob Philpott sent his apologies.</i></p>	
3.	<p>Approval of minutes of last meeting (13th July 2022) and outstanding actions Minutes of the last meeting on 13th July 2022 were approved.</p> <p>It was noted that a meeting with the members of the Royal Wootton Bassett Train Station group had been arranged for 7pm on Tuesday 4th October 2022.</p>	
4.	<p>Call for sites and site assessment K Ward was unable to attend the meeting but had sent an update via email which was circulated prior to the meeting.</p>	
5.	<p>Non – Heritage Assets – update SW updated members that the group had received only one response to the letters sent, asking permission to include their property as a non-heritage asset and to take photos.</p> <p>SW to arrange the next group meeting.</p>	SW
6.	<p>Open/Green Spaces – update BP was not at the meeting, GWC to contact BP.</p>	GWC
7.	<p>Local Character & Design – update ⇒ Benchmarking Subsequent to K Ward’s email, it was decided to commission the Benchmarking study. GWC to contact People & Places Ltd.</p>	GWC

	<p>⇒ Character Assessment on Town Centre – Saturday 20th August 2022</p> <p>AH & SW informed that both assessments on 30th July 2022 and 20th August 2022 had gone well and some interesting details about various aspect of buildings and surrounding areas had been noted.</p> <p>The information that had been gathered and photos taken to be collated and passed to AECOM, to incorporate in the ongoing design work undertaken by them.</p>	GWC
8.	<p>Locality Funding</p> <p>⇒ Technical Support – Housing Needs Assessment – Update</p> <p>Inception call notes taken from Wednesday 17th August 2022 meeting circulated prior to meeting. GWC advised that DLP Planning would share the report with Wiltshire Council, to evidence policies in our Neighbourhood Plan. Wiltshire Council Strategic Planning Officer advised this report would be useful to inform their Local Plan review process as well.</p> <p>⇒ Technical Support – Design including design codes – Update</p> <p>Further to the meeting held on Tuesday 16th August 2022 a visit from AECOM to view the town was presently being arranged for Thursday 8th September 2022.</p>	
9.	<p>Timeline</p> <p>It was noted that the timeline at present had slipped by two weeks.</p>	
10.	<p>AOB</p> <p>DB raised the question of any updated Housing numbers from Wiltshire Council ahead of the Neighbourhood Plan going to Regulation 16 consultation. At present non-forthcoming. To be chased.</p>	KWard
11.	<p>Date of next virtual meeting</p> <p>Date of next virtual meeting scheduled for 7pm on Thursday 6th October 2022.</p>	All to note
	Meeting closed at 7.40pm	