

<u>Agenda Item No</u>	<b>Virtual Meeting of the Royal Wootton Bassett Neighbourhood Plan Working Group Held on Tuesday 15<sup>th</sup> November 2022 at 7.00pm</b>	<u>Action by</u>
1.	<p><b>Welcome &amp; ‘Roll Call’</b>  <b>Attendees:</b>  Councillor Steve Walls [Chair]; Cllrs Paul Heaphy, Nic Hughes and Carol Tan; Cllrs Eve Silvester and Jenny Stratton (non-Working Party members); Council Officers Mark Hopkins, Michelle Temple and Gill Welsman-Clarke; Kirsten Ward (DLP Planning); Mark Batterham, Alex Hutchings, Karen Kent, Bob Philpott, Katherine Wilson and Ross Wilson.</p>	
2.	<p><b>Apologies for absence:</b>  David Addyman, Jef Grainger, James Shannon and Cate Watson.</p>	
3.	<p><b>Approval of minutes of last meeting (25<sup>th</sup> August 2022) and outstanding actions</b>  Minutes of the last meeting on 25<sup>th</sup> August 2022 were approved.</p> <p>Members were made aware of a recent article in the Swindon Advertiser regarding a second Swindon station in the New Eastern Villages.</p>	
4.	<p><b>Call for sites and site assessment</b>  K Ward advised 28 sites had been identified via SHELAA and the Call for Sites exercise with DLP Planning presenting their findings of their desk-based assessment to the group. Members were asked to consider the 11 recommended sites to carry forward into the Neighbourhood Plan.</p> <p>Agreed sites 5, 6, 7, 17, 18, 21, 24, 27 and 28 to carry forward into the plan.</p> <p>Next steps - DLP Planning to produce final list of recommended sites and to identify and approach landowners to obtain consent for their site to be allocated in the Neighbourhood Plan.</p> <p>It was agreed not to carry out the (optional) public consultation on the proposed site allocations, but to proceed with producing a draft plan for Regulation 14 consultation, which will give residents the opportunity to comment on them at that time.</p>	K Ward

	<p>KWard and GWC were in the process of arranging a meeting with Wiltshire Council Spatial Planners for their feedback /comments on progress made with the Neighbourhood Plan and Local Plan Review.</p>	
5.	<p><b>Non – Heritage Assets – update</b> SW to arrange the next group meeting.</p>	SW
6.	<p><b>Open/Green Spaces – update</b> BP had submitted paperwork to Town Council to consider and process. Thanks were given to the group for all their hard work.</p> <p>SW &amp; GWC had met and were working through the paperwork to prepare for the next stage.</p>	SW / GWC
7.	<p><b>Local Character &amp; Design – update</b> ⇒ <b>Benchmarking</b> GWC had sent email prior to the meeting with the templates of the Town Centre Users Survey &amp; Business Survey questions plus additional questions to be included. Advised the additional questions had been devised &amp; approved by AECOM who were presently working on the design guide which includes the town centre. Questions would be available online on the Town Council website, as well as paper copies for residents, visitors to complete.</p> <p>People &amp; Places would also carry out footfall count /car parking vacancy rates on market day, non-market day and a Saturday, dates to be confirmed.</p> <p>A start date and end date for the to be confirmed.</p> <p>A report would be sent to Town Council in December 2022 and passed to AECOM to include in their design guidance report.</p> <p>⇒ <b>Character Assessment on Town Centre – Update</b> GWC advised all the information and photographs taken from the two assessment days had been passed to AECOM as part of the design guide work currently being undertaken.</p> <p>AECOM timeframe: design guide document to be sent in</p>	GWC

	December 2022, for working group review in the new year. Any group recommend changes would provide AECOM the opportunity to review changes in February 2023, to be sent finally to Locality for sign off by the March 2023 deadline.	
8.	<b>Communications</b> Press Release had been sent prior to meeting, it would be published in the Bulletin section of the Community Magazine on the website and other various communication channels.	
9.	<b>Timeline</b> It was noted whilst the deadline had slipped further, KWard and GWC would work to ensure funds allocated by Locality would be invoiced and paid before the 31 <sup>st</sup> March 2023 deadline.	
10.	<b>AOB</b> CW had raised prior to the meeting by email Chippenham Neighbourhood Plan policies underpinning their target for net carbon zero housing and specific energy efficiency design requirements such as Fixed Number Tree Replacement Policies and if we could embed similar principles.  KWard noted that 10% increase in biodiversity in Environmental Bill / Act was presently being discussed and could be passed sometime next year.  She further questioned the ambition of this plan when it will be reviewed by a Planning Inspector as to its viability and if evidence submitted would justify their ambition. Building Regulation are currently being updated to include any green technologies in new developments such as EV charging points and ground source / air heat pumps.	KWard
11.	<b>Date of next virtual meeting</b>  To be confirmed	All to note
	Meeting closed at 8.35pm	