

<u>Agenda Item No</u>	<b>Virtual Meeting of the Royal Wootton Bassett Neighbourhood Plan Working Group Held on Monday 13<sup>th</sup> March 2023 at 7.06pm</b>	<u>Action by</u>
1.	<p><b>Welcome &amp; ‘Roll Call’</b>  <b>Attendees:</b>  Councillors Steve Walls [Chair] and Carole Tan; Cllrs Eve Silvester and Jenny Stratton (non-Working Party members); Council Officer Gill Welsman-Clarke; Kirsten Ward (DLP Planning); David Addyman, Jef Grainger, Karen Kent, Bob Philpott, James Shannon, and Ross Wilson.</p>	
2.	<p><b>Apologies for absence:</b>  Cllr Nic Hughes; Council Officers Mark Hopkins and Michelle Temple; Mark Batterham, Cate Watson, Katherine Wilson.</p>	
3.	<p><b>Approval of minutes of last meeting (15<sup>th</sup> November 2022) and outstanding actions</b>  Minutes of the last meeting on 15<sup>th</sup> November 2022 were approved.   No outstanding actions noted.</p>	
4.	<p><b>Draft Neighbourhood Plan</b></p> <p>Due to not everyone receiving the draft plan and to enable members to read and discuss the plan in depth with DLP Planning, it was agreed to hold another meeting in April, to be arranged.</p> <p>GWC to circulate the plan to all members.</p> <p>GWC and KW to discuss invoicing for works on draft plan.</p>	<p>GWC</p> <p>KWard / GWC</p>
5.	<p><b>Update on sites and site assessment</b></p> <p>KWard to remove Site 24 as presently being built.</p> <p>K Ward to review Housing Needs Assessment report in respect of Extra Care / Retirement provision.</p> <p>GWC to circulate ‘call for site analysis’ which indicates the housing numbers, employment land requirement and care home bed numbers being brought forward in the report,</p>	<p>KWard</p> <p>KWard</p> <p>GWC</p>

	<p>compared to Wiltshire Council targets provided from Local Plan Review, though these figures are subject to change.</p> <p>KWard had been contacting Wiltshire Council Spatial Planning since the last Neighbourhood Plan Working Group meeting in November 2022, to arrange meeting but has not been successful. Will chase, however advised the present Spatial Planner assigned to the group was leaving at the end of the month.</p>	KWard
6.	<p><b>Fee proposal to contact Landowners</b></p> <p>Group agreed to the proposal on finalizing site selection to be brought forward in the Plan, as concerns raised on some sites.</p> <p>Funds could be paid out from the budget, or Locality Funding applied if available, depending on timeline. GWC to advise.</p>	GWC
7.	<p><b>Evidence Outstanding:</b></p> <p>⇒ Non-Heritage Assets – update SW advised group had met and work was ongoing. SW will send work to KWard for comment.</p> <p>⇒ Open/Green Spaces – update SW &amp; GWC had met, and work was ongoing. The issue of green space bordering, but outside the parish boundary was discussed. KWard advised that landowner could be contacted for agreement or if the space met the criteria, the green space could be included. The examiner would decide to keep or exclude the green space in the plan.</p>	<p>SW/AH /JG SW/KWard</p> <p>SW/GWC</p>
8.	<p><b>AECOM Design Guide - update</b></p> <p>GWC reported had received copy of the report and would circulate with next steps.</p>	GWC
9.	<p><b>Train Station Update</b></p> <p>SW reported had contacted Michelle Donelan MP who advised to contact TransWilts.</p> <p>CT informed on Wiltshire Council website documents relating to present work being undertaken with Corsham &amp; Devizes trains station that the group could follow.</p> <p>A follow up meeting planned in coming weeks.</p>	

10.	<p><b>Next Steps</b></p> <p>⇒ Regulation 14 Consultation Finalise draft with evidence work completed, policies agreed based on scoping exercise, will then be sent to Wiltshire Council for comment before formal Regulation 14 public consultation.</p> <p>⇒ SEA (Strategic Environmental Assessment) Screening As the plan will include site allocation, a SEA screen request will be sent to Historic England, Natural England, and Environmental Agency. GWC reported that this work could be undertaken by Locality under technical support if the programme continues in 2023.</p> <p>⇒ Locality Funding Application GWC informed that potential £3,500 approx. funding pot maybe available to apply for from 1<sup>st</sup> April 2023, if the programme is continued.</p>	
11.	<p><b>Timeline</b></p> <p>Updated timeline circulated prior to meeting, subject to ongoing work and Wiltshire Council Officer availability.</p>	
12.	<p><b>Communications</b></p> <p>GWC reported that comms from previous meeting had been circulated, however ongoing issues with MailChimp.</p>	
13.	<p><b>AOB</b></p> <p>RW had emailed request to SW &amp; KWard concerning securing land for local scouts' group. RW advised he was aware the guides and brownies may be interested in a community facility as well. KWard to investigate and report to the group.</p> <p>GWC advised the Council had approved on 9<sup>th</sup> February 2023 their Climate &amp; Environmental Policy, which included specific references to the Neighbourhood Plan. GWC will email the policy and subsequent minutes to KWard.</p>	<p>KWard</p> <p>GWC / KWard</p>
14.	<p><b>Date of next virtual meeting</b></p> <p>Either 4<sup>th</sup> &amp; 5<sup>th</sup> April or 18<sup>th</sup> &amp; 19<sup>th</sup> April, date to be confirmed. RW advised not able to attend any date. KWard not able to attend 4<sup>th</sup> April.</p>	<p>All to note</p>

	Meeting closed at 7.52pm	
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