

<u>Agenda Item No</u>	Virtual Meeting of the Royal Wootton Bassett Neighbourhood Plan Working Group Held on Wednesday 10th May 2023 at 7.00pm	<u>Action by</u>
1.	<p>Welcome & ‘Roll Call’ Attendees: Councillors Steve Walls [Chair]; Council Officer Gill Welsman-Clarke and Michelle Temple; Kirsten Ward (DLP Planning); David Addyman, David Bowler, Jef Grainger, Alex Hutchings, Cate Watson, and Ross Wilson.</p> <p>The Chair would contact those who had not recently attended to re-engage them to the group.</p>	SW
2.	<p>Apologies for absence: Cllr Nic Hughes and Carole Tan (late); Council Officers Mark Hopkins; Mark Batterham, Karen Kent, and James Shannon.</p>	
3.	<p>Approval of minutes of last meeting (13th March 2023) and outstanding actions Minutes of the last meeting on 13th March 2023 were approved.</p> <p>Members were updated on the following items:- <i>Item 6 Fee Proposal to contact Landowners;</i> GWC advised that since the agenda had been sent the new quote from DLP had been received for this additional work and had been approved for them to start the work.</p> <p>Funds to be taken from the budget as Locality Funding was not available at present. Budget would be updated with new quote.</p> <p>KWard would be contacting the agents for Site 21 to confirm their intentions regarding their site, in consideration of recent discussion with Wiltshire Council Spatial Planning Officers on 19th April 2023. Group will be updated.</p> <p><i>Item 7 Evidence Outstanding: Non-Heritage Assets;</i> SW has recently visited the Wiltshire & Swindon History Centre for research. He would be liaising with KWard and call a sub-group meeting soon. AH advised he would be available from W/C 15 May 2023 if help was needed.</p>	<p>KWard</p> <p>GWC</p> <p>KWard</p> <p>SW</p>

4.	<p>Draft Neighbourhood Plan</p> <p>KWard presented a summary of the Draft Plan, at what stage in the process we had reached, what evidence that had been or was being gathered to support the Plan and the next steps.</p> <p>GWC will circulate slides to the group.</p> <p>Discussion took place on green sustainability and the plan contributing to Net Zero Carbon, the weight of Neighbourhood Plan, the look of the draft plan and inclusion of community facilities in the current plan.</p> <p>The following actions agreed:</p> <ul style="list-style-type: none"> • CW to provide KWard with contact details for Three Dragons & summary of Chippenham Neighbourhood Plan model. • KWard to draft a sustainable policy and email to Dave Knight, CW, SW, MH, MT and GWC by 30th May 2023. Centre for Sustainable Energy a good source of advice https://www.cse.org.uk/my-community/neighbourhood-plans/ • GWC to contact Dave Knight (RWB Environmental Trust) for his availability to meet. • Include in the draft plan provision of a skate park, cemetery, all parks (Lower Woodshaw, Beaufort Park & Brynard Hill). • To draft the plan in the same format as current plan, and include aims, objectives, and context in each theme (example page 20 of current plan) to make it more user friendly. • To analyze and discuss individual policy at the next meeting. 	<p>GWC</p> <p>CW/KWard</p> <p>K/Ward</p> <p>GWC</p> <p>KWard</p> <p>KWard</p> <p>All to note</p>
5.	<p>Budget & Locality</p> <p>GWC confirmed locality website still showing no funding available post March 2023. Awaiting a decision from DLUHC to continue their support.</p> <p>However, Locality was accepting Technical Support application and they would be processed once confirmation of continued support from DLUHC had been received.</p>	
6.	<p>AOB</p> <p>No other business discussed.</p>	

7.	<p>Date of next virtual meeting</p> <p>7pm on Tuesday 13th June 2023 at Town Council Office, 117 High Street. K Ward to join virtually.</p>	All to note
	Meeting closed at 7.55pm	