

<b><u>Agenda Item No</u></b>	<b>Meeting of the Royal Wootton Bassett Neighbourhood Plan Working Group held at Town Council Office, 117 High Street on Tuesday 18<sup>th</sup> July 2023 at 7.00pm</b>	<b><u>Action by</u></b>
1.	<p><b>Welcome &amp; ‘Roll Call’</b></p> <p><b>Attendees:</b> Councillors Steve Walls [Chair], Nic Hughes, Jenny Stratton and Carole Tan; Council Officers Gill Welsman-Clarke and Michelle Temple; Kirsten Ward (DLP Planning); Alex Hutchings, Bob Philpott, Cate Watson, and Ross Wilson.</p> <p>Guest: Dave Knight (RWB Environment Trust)</p> <p>KWard joined the meeting virtually on Microsoft Teams.</p>	
2.	<p><b>Apologies for absence:</b> Council Officer Mark Hopkins; Wiltshire Councillor David Bowler; David Addyman, Jef Grainger, Karen Kent, and James Shannon.</p>	
3.	<p><b>Approval of minutes of last meeting (13<sup>th</sup> June 2023) and outstanding actions</b></p> <p>Minutes of the last meeting held on 13<sup>th</sup> June 2023 were approved.</p> <p>All actions had been completed.</p>	
4.	<p><b>Draft Neighbourhood Plan</b></p> <p>At recent Climate &amp; Ecological Emergency Advisory Group meeting it was asked if 20 mph zone could be included in the Plan. KWard advised that it couldn’t. This process is done via a Traffic Regulation Order. This item would be discussed at the Full Council meeting on Thursday 20<sup>th</sup> July 2023.</p> <p>However, referencing ‘calming measures’ to be included.</p> <p>Reference in the plan ‘subject to government changes’.</p> <p>Policy Theme 3; Housing Development, to clarify in the policies reference to ‘Wiltshire Local Plan’, relates to both Core Strategy and Emerging Local Plan.</p> <p>DB emailed prior to meeting, as unable to attend, the following question looking at the Draft Wiltshire Local Plan, when consideration is given to improving Highways and relieve</p>	<p>KWard</p> <p>KWard</p> <p>KWard</p>

	<p>traffic congestion it suggests a detailed transport assessment, would we consider this as part of the NP. KWard advised that as this included in the local plan it may not be necessary, but this could be reviewed.</p> <p>It was noted in the discussions that a major development is classed as 10 houses or more.</p> <p>Members are welcome to email comments on the draft plan to KWard.</p>	All to note
5.	<p><b>Net Zero and Sustainable Construction Policies</b>  ⇒ Cate Watson (emails circulated prior to meeting)  SUDS (Sustainable Drainage Systems) discussed. KWard to investigate examples of adopted plans for suitable wording to bring to the committee for consideration.</p> <p>To add ‘greywater recycling in the plan.</p> <p>It was noted changes that reference ‘design / construction’ would need to be reflected in AECOM design guide. KWard would check this. Significant changes may require the Design Guide to be signed off by AECOM and Locality.</p> <p>⇒ Dave Knight (RWB Environment Trust)</p> <p>Discussions took place on Net Zero Carbon Development and Sustainable Design and Construction policies, circulated in CW email prior to the meeting. KWard advised viability assessment would be required to evidence the inclusion of such policies. GWC to contact Three Dragons for a quote to carry out this assessment.</p> <p>These policies with a quote would be brought to the next meeting for a decision. GWC to add to Agenda.</p>	<p>KWard</p> <p>KWard</p> <p>KWard</p> <p>GWC</p> <p>GWC</p>
6.	<p><b>Site Allocation</b> – Update  KWard advised she had received replies from all the landowners/developers of the potential sites for allocation and provided an update on their response.</p> <p>It was noted that the housing figure for the NP area had increased from 70 dwellings (original figure given in January 2021 consultation documentation) to 150 dwellings (published in recent Draft Wiltshire Local Plan), but it was unclear how</p>	

	<p>this figure was calculated.</p> <p>This item would be discussed at the next meeting for decision on next steps. GWC to add to Agenda.</p>	GWC
7.	<p><b>Evidence Gathering: -</b></p> <p>⇒ Non-Designated Heritage Assets Work ongoing with a meeting scheduled for Friday 21st July 2023. Paperwork to be forwarded to KWard.</p> <p>⇒ Local Green Spaces KWard to provide a quote to complete the work.</p> <p>CW and members of RWB Environment Trust would identify green corridors within the town. GWC would provide CW with list of areas already identified, to avoid duplication. KWard advised that reference to green corridors could then be included in the Green-Blue Infrastructure &amp; Biodiversity policy and these could be shown on the policy map.</p> <p>Protecting and Enhancing Biodiversity Policy; Tree, Woodlands &amp; Hedgerow Policy &amp; Green corridors policy to be discussed at next meeting. GWC to add to Agenda.</p>	<p>SW/AH/JG</p> <p>KWard</p> <p>CW/GWC</p> <p>GWC</p>
8.	<p><b>Assets of Community Value</b> GWC to circulate Wiltshire Council leaflet and send link to Wiltshire Council website on this item.</p> <p>CT would look into this further and bring to next meeting.</p> <p>GWC to email list of heritage assets to CT.</p>	<p>GWC</p> <p>CT</p> <p>GWC</p>
9.	<p><b>Wiltshire Local Plan Review</b> SW &amp; JS had watched the online streaming of the Wiltshire Council meeting earlier that day and confirmed the proposals put forward for this item were approved. Further the Draft Plan would go to public consultation (Regulation 19) in September 2023.</p> <p>Wiltshire Council advised the plan had gone to Regulation 18. GWC would circulate the Town Council's response to Wiltshire Council's public consultation in January 2021.</p> <p>KWard advised that the Town Council would need to evidence any comments made, based on the 'test of soundness' as set</p>	<p>All to note</p> <p>GWC</p>

	<p>out in the NPPF, including whether it was justified, positively prepared, effective, and consistent with national policy. KWard will provide a checklist on soundness test for circulation.</p> <p>KWard to check present draft plan aligns with the Draft Wiltshire Local Plan.</p> <p>SW advised that Town Council's Planning Committee would be discussing the Draft Plan at their meeting at 6.30pm on Thursday 20<sup>th</sup> July 2023 in the Rugby Club. All are welcome.</p>	<p>KWard</p> <p>KWard</p> <p>All to note</p>
10.	<p><b>Wiltshire Design Guide</b> SW advised he would attend the webinar on Wednesday 19<sup>th</sup> July 2023.</p>	SW
11.	<p><b>Timeline</b> Policies to be agreed at next meeting and outstanding evidence be completed. It was noted that a Strategic Environment Assessment (SEA) screening would need to be done soon once the draft site allocations have been agreed.</p>	
12.	<p><b>Communications</b> No comms at this time.</p>	
13.	<p><b>AOB</b> DK is presenting an Active Travel update at Full Council meeting on Thursday 20<sup>th</sup> July 2023 for council's support.</p>	
14.	<p><b>Date of next meeting</b>  GWC to investigate a suitable date in September 2023.  NB: RWB &amp; Cricklade Area Board meeting scheduled for Wednesday 27<sup>th</sup> September 2023, NH and JS are Town Council representatives.</p>	GWC
	Meeting closed at 8.57pm	