

**The Winterbournes Neighbourhood Plan Steering Group (NPSG)
Minutes of the 27th meeting held on 29 September 2016**

Attendance: Graham Lloyd, Chair (MA), Richard Folkes (RF) , Barry Lake (BL), Chris Campbell-Jones (CCJ), Mark Laver (ML), Gaenor Nokes (GN), Charlie Bruce-White (CB-W) Charles Penn (CP), Andrew Argyle (AA) and Daniel Steedman (DS)

1. **Apologies received from:** Maureen Atkinson (MA)

2. **Minutes of the last meeting.** The minutes of the last meeting (26th) held on 27th July 2016 were accepted and approved.

3. **Matters arising from the previous minutes.**

a. GL submitted the NP budget information to the Parish Council which had adopted the application (see 5, below).

b. The two non-SHLAA evaluations were outstanding, but the sites had been included in the NP Questionnaire.

c. CCJ had forwarded the guide “Structuring Your Neighbourhood Plan” to NPSG members by email.

4. **Correspondence.** None

5. **NPSG Budget Submission – update.** The application has to be submitted online formally by the NPSG and the Parish Council to an organisation named “My Community”. There is a potential issue over spending the £7k grant “in year”. GL had contacted Sarah Hughes from Wiltshire Council planning department for her to advise further on this matter. The Parish Council clerk was undertaking an exercise to determine the costs to date, some of which would fall out of the current year.

Action: GL

6. **Village Questionnaire.** The Chairman thanked CP for the tremendous work he had done putting together a preliminary analysis of the results of the NP Household Survey which would form the basis for a presentation to be made to parishioners at a Village Meeting at the Glebe Hall on Saturday, 8th October 2016. CP had developed a Powerpoint presentation which he talked through with the NPSG members. The main points arising, apart from agreed minor amendments to slides made at the meeting, were as follows:

a. A wealth of data from the survey is available to be viewed in Dropbox and no issues arose that would halt the production of an NP.

b. There were 220 returns out of 550 distributed. (ie c 45% response rate). 60 returns were sent to the DNBC in Winterbourne Gunner, but none were returned. CP mentioned that MA had previously agreed to try and discover the reason why.

Action: MA

c. The NPSG would have to be careful when relating comments made in the Survey not to identify the writer, who must remain anonymous.

d. It would be difficult to accommodate further comments made outside of the Survey (eg those made at the Village Meeting) as this could potentially affect the validity of the Survey. When the draft NP is circulated, villagers will have the opportunity to make further comments or representations at that time.

e. At this time, because of the huge number of comments, it has not been possible to consider them all and it may be worth mentioning this at the Village Meeting as the reason for the NPSG not making any definitive statements. The NPSG will be analysing all the comments made.

f. It was apparent that there was a bias towards potential development depending on which village the parishioner lived in. ie the further away from one's own village, the better. The NPSG would need to be mindful of this as the NP will reflect the vote of the majority of the community but not necessarily those villagers living near the proposed housing development site.

g. The point was made, when considering the number of new houses required, that the figure of 30 houses for The Winterbournes was an estimate based on the number of houses required to be built in the Amesbury Community Area before 2026 has no formal basis. It is a fact that the number of houses required is continuously under review by Wiltshire Council and can change at any time to meet the county's quota.

h. It was clear from the survey that S90 (the potential new build behind the primary school) focussed most villagers attention and it maybe that they feel that the development is a 'done deal', which it is not. CP suggested he undertake further analysis of the narrative for this site before the Village Meeting so that he could be better prepared for any questions arising. However, it was considered prudent as an NPSG not to engage in discussion on any particular site, as we were merely reporting the facts emanating from the Survey. ie a presentation and not a consultation. In the event of a planning application being made, the Parish Council and individuals in the villages will be able to comment directly to the Wiltshire Council planning office and the Parish Council will have access to all the comments made in the Survey.

i. GL made the point that an emerging NP *may* be given weight in determining a planning application and this might apply where the results of the Survey were concerned. DS advised that the briefing paper for the upcoming Neighbourhood Planning Bill showed that it was the intention to require the decision-taker to give the NP more weight in their planning process *before* it is put to a neighbourhood referendum.

g. CP would endeavour to circulate a final draft of the presentation for comment to NPSG members by the 4th October. The final version would be published on the NP website in due course.

Action: CP

h. As to the next steps, the analysis of the data from the Survey will need to be completed and published. It is inevitable that the villagers will ask what happens next and at what time. For the NPSG it must be the development of the NP and the 1st draft should be ready to go to the Parish Council in January 2017 and then the 2nd draft for consultation to Wiltshire Council by Easter 2017. The NPSG needs to address the NP itself at the next meeting. There may be some particular skills required and NPSG members should give some thought to this and where their own skills can be employed and what information is already available to generate the NP. CJ had issued the recognised template for a NP which is in Dropbox and this could be used as a framework for The Winterbournes NP.

Action: NPSG members

7. **Village meeting 8th October 2016 – Agenda.** The slide show produced by CP will be presented at the Village Meeting. Posters had been made by the Clerk to the Parish Council and GL would distribute them.

8. **A.O.B** None

Date of Next Meeting: 26th October, 2016