

**The Winterbournes Neighbourhood Plan Steering Group (NPSG)
Minutes of the 33rd meeting held on 24 April, 2017**

Attendance: Andrew Argyle (AA) Chair, Mervyn Pannett (MP), Gaenor Nokes (GN), Barry Lake (BL), Chris Campbell-Jones (CCJ), Maureen Atkinson (MA), Charlie Bruce-White (CB-W) and Richard Folkes (RF).

1. **Chairman's remarks.** No remarks were considered necessary.
2. **Apologies received from:** Peter Biggins (PB) and Charles Penn (CP).
3. **Minutes of the last meeting.** The minutes of the last meeting (32nd) held on 29 March, 2017 were accepted and approved.
4. **Matters arising.** The Chairman thanked MP for the considerable amount of activity he had undertaken on the parish's Designated Protected sites, which is still work in progress and not yet ready for publication on the NP website.
 - a. Paragraph 5 of the previous minutes (32nd). AA reminded the NPSG that the steering group has a responsibility to consider any further sites that are put forward up until the point that we complete our submission Plan. For example, in due course, CB-W will undertake an analysis of the Box Cottage site (ref 3529).
 - b. The latest map covering S90 (land adjacent to the primary school) appears to have moved the boundary towards St Michael's House. However, this map merely provided a straight line view to the corner of the site and was not meant to indicate any formal change to the original site map. It was not an exercise to reconcile precise boundaries to ownership or to suggest any encroachment was planned.
5. **NP Update.**
 - a. SEA. CB-W reported that the Link Officer had undertaken an initial screen based on the three recommended housing sites and she is of the opinion that an SEA will not be required. She will be able provide a definitive response after 5 May 2017, by which date interested organisations (eg English Heritage) must have made representations.
 - b. Open Space Areas. CB-W has sent a copy of the NP Protected Sites to the Link Officer for review and comment prior to the NPSG's formal submission, if required.
 - c. Link Officer Attendance at NPSG meeting. CB-W has provided the Link Officer with NPSG meeting dates and has asked her to confirm whether or not she can attend. It would also be useful if she could find the time to walk the sites in order to gain a better understanding of the fledgling NP. She has a copy of CB-W's site analysis document and MP's Open Spaces work.
 - d. Housing Policy. GN requested that the minutes note that she voted against the decision to recommend only 3 sites as it is possible that if one or more of the sites is rejected by the Council, the NPSG might have to start the exercise again. Omitting

sites of 10 or perhaps 5, might not meet the choices of the parishioners as expressed in the Questionnaire, and might affect the number of affordable houses potentially available. It would be useful if the NPSG members could have sight of the emails/minutes from the Link Officer which are germane to the decisions being made. The meeting confirmed what had been agreed at the last meeting, namely that S90 was the best of the larger sites being closer to the centre of the villages. It was also noted that an extension of this site could be stopped were the NP to stipulate the design of the access road. The Chairman added that we should be regarding potential housing land on the Portway as two sites (S1045 and S122) being 3 to 4 houses and 4 houses respectively. In essence we are presenting our allocations on 4 sites, not 3.

e. Other NP documentation. Apart from the NP itself, CB-W has sought the Link Officer's advice as to what other information will be required to support it.

6. Planning Applications

a. Black Horse Lane (16/10998/FUL). The council await further information to address the objections on such issues as drainage, archaeology, etc. Nothing further to add at this time.

b. Briar Cottage, No. 1 St Edwards's Meadow (17/00770/OUT). Outline Planning application (2nd attempt) was registered on 26 Jan 17 for which comments were requested by 4 Apr 17. The Parish Council had raised objections.

c. Rose Farm (17/02198/OUT). The 2nd application is for two four bedroom houses set back from the main road and, therefore, not in alignment with the houses along the A338. The previous application had been turned down by Highways England. The Parish Council did not have any objections to the current plan which has not yet been called to Committee at Wiltshire Council. GN provided members of the NPSG with a useful document detailing the regulated stages of a NP.

d. Rose Cottage (16/01473/FUL). An application for two houses with access from Paddock Close. The application has been refused by Wiltshire Council.

7. **OTHER NPs (Idmiston Referendum).** CP had furnished the NPSG with details on the result of the Idmiston Referendum. The result was 677 in favour and 132 against and, interestingly, the turnout was 47%. The NPSG would be looking for at least a 50% turnout for the Winterbournes NP and all our work towards engaging parishioners should hopefully achieve this percentage or more. For information, the Downton NP referendum was undertaken on 24 Nov 16 with 869 for and 38 against with a turnout of only 36%. We should note that in Downton there is a recent planning application for a substantial site which was not included in their NP and so it will be interesting to see how this application is dealt with by Wiltshire Council. It would be useful for all members of the Group to keep an eye out for other stories involving NPs which might inform our own NP.

8. OTHER ACTIONS

a. Next Village Meeting – 7 or 14 Oct 17. It was noted that both MP and CCJ will be away during this period. The meeting will be a general briefing as to the progress made on the NP which focuses on housing, therefore, much depends on the activities completed by that time. If we have produced a draft plan, then we could seek initial feedback, but this would require a Questionnaire. Time constraints may not allow for this. AA was keen that at the meeting the NPSG should explain how the general responses to the Questionnaire were used and balanced out, together with the site surveys, to determine which of the sites would best provide sustainable development. Whilst it is to be expected that comments/questions will arise at the meeting, it is an opportunity to forewarn parishioners that a draft NP will be circulated for comment and to advise how the Pre-Submission Consultation will be taken forward. In any event, it would be useful if the minutes of the NPSG could be published on the NP website as soon as they are agreed. The general preference was for the village meeting to be held on 7 Oct 17, but AA would check with CP to determine his availability.

ACTION: AA

b. Meeting Head of Primary School. In discussion with the previous deputy head of the school, it was mentioned that there had been many meetings about car parking over the period 2001-2015 and the policy was to maintain a traffic free zone if at all possible. There are no plans, historic or current, to redesign and develop the currently underutilised school grounds for parking/drop off and, in any case, planning has been approved for new porta-cabin classrooms on that site. GN agreed to undertake “a fact finding” mission by meeting with the current Head of the school.

ACTION: GN

c. Writing to Landowners. AA is working on a draft letter which should be available within the next month or so.

ACTION: AA

9. AOB

a. CB-W is working on the Framework for the NP but requires the assistance of NPSG members. There are various chapters to be written but particularly, those on Community Facilities and Services, Infrastructure and NP Projects (ie a wish list of what parishioners might desire such as broadband). CCJ agreed to assist with the Community Facilities and Services chapter. In addition, the GN agreed to work on a chapter covering Infrastructure/Transport.

b. NP Budget. AA has this in hand as he is aware that expenses are currently being funded by the Parish Council and most likely cannot be claimed back from Wiltshire Council retrospectively.

Next Meetings:

NPSG 24.4.17 draft mins v.1

Wednesday, 24 May 2017

Monday, 26 June 2017

Wednesday, 26 July 2017

Monday, 11 September 2017