

Neighbourhood Planning Steering Group
 Minutes from the meeting held on Tuesday 14th March 2017
 Held at 25 Bratton Road, West Ashton

1. Open the meeting
 The meeting commenced at 9.32am.

2. In attendance
 Cllr Tim Le Mare (Chairman), Cllr Richard Covington, Cllr Margaret Workman, Ron Pybus, Cllr Horace Prickett, and Carol Hackett.
Apologies
 None – all members present.

3. To approve the minutes of the meeting held on Monday 20th February 2017
 The minutes of the meeting having been previously circulated to members, were unanimously approved and signed as a correct record.

4. Chairman's announcements
 None.

5. Effect of Boundary Changes on Neighbourhood Area designation – Consider advice received from Consultant and Link Officer, and agree which action to take from the following two options:
 - Retain the existing neighbourhood area (pre-boundary) review with the agreement of Trowbridge Town Council
 - Apply for a new neighbourhood area after (or just before) 1st April

Members considered the advice received, and following a full discussion unanimously resolved to recommend to the Parish Council that the second option be actioned (to apply for a new neighbourhood area). Confirmation from Wiltshire Council was yet to be received as to the exact timing of when a new application should be submitted – **ACTIONS** – Carol to advise Consultant of recommendation, and keep Parish Clerk informed of any further advice received from Wiltshire Council regarding timing of the new application.

6. Draft Neighbourhood Plan – Consider amendments made by Consultant to Policy 3 (design) and paragraphs 10.20 / 10.21 to incorporate comments received from Parish Councillor
 Members reviewed the amendments made by the Consultant, and following a full discussion approved paragraph 10.20 without change. Amendments were however made to paragraph 10.21, and Policy 3 (design) to the newly inserted paragraph 'd' – (see appendix at end of minutes detailing amendments) - **ACTIONS** – Carol to advise Consultant accordingly.

7. Larkrise Farm - Consider if it is necessary to include a policy within the draft Neighbourhood Plan to enable Larkrise Farm to expand
 Members considered the suggestion made by the Consultant, and unanimously agreed that it would be a good idea to include such a policy within the Neighbourhood Plan (It was noted that the Farm was currently already extending one of its buildings). Although it was suggested that the exact wording and format of the policy should be

left to the Consultant to recommend, a couple of key points were noted – Any request by Larkrise Farm to expand within the extent of its current boundaries, in order to provide additional facilities would be looked upon favourably / Any future housing development in the immediate area, should take into account the impact on the activities and needs of Larkrise Farm - **ACTIONS** – Carol to advise Consultant accordingly.

8. Consider request from Wiltshire Council Link Officer, Vicky Burvill for meeting with Steering Group members at County Hall, and the idea of it being a joint meeting with North Bradley

Following a full discussion, members unanimously agreed that a joint meeting with the North Bradley Steering Group would be a good idea. It was however suggested that there should be a set agenda, with each group having a separate slot, before any joint discussion took place. It was agreed that all 6 members of the Steering Group would attend if available – **ACTIONS** – Horace to liaise with the North Bradley Steering Group, suggesting that dates after Easter might be appropriate. Carol to update Link Officer accordingly.

9. Plan of action / next steps

Ron questioned whether it would be necessary to go through the draft Neighbourhood Plan to determine if anything needed to be altered or deleted, to take into account the effects of the imminent boundary changes, and subsequent amendment to the Neighbourhood Area – **ACTIONS** – When amended Plan received back from Consultant, Carol to circulate to all members, and Ron to review with regards to effects of the boundary changes.

Tim reported that he had tried to update the website but was having some difficulty with any ‘PDF’ documents that needed to be uploaded – **ACTIONS** – Carol to ask Consultant if it would be possible to provide ‘word’ copies of key documents, as well as ‘PDF’s.

10. Any other Neighbourhood Planning Matters

Horace questioned how much the Steering Group had involved the school during the preparation of the draft Plan. Members confirmed that the school and individual families living in the Parish had been invited to the Community Engagement events, and would have received the questionnaire etc. It was however noted that there had been multiple changes in staff over recent months, and that only a relatively small percentage of the pupils attending the school actually live in West Ashton. Over recent years the Parish Council had actively engaged with the school regarding the problems with parking, and also to understand the aspirations of students for improving the play area etc. Members recognised the importance of ensuring the school are given the opportunity to comment on the draft plan at the appropriate time.

Richard referred to email correspondence he had received outlining an agreement that Steeple Ashton Parish Council had reached with Trowbridge Town Council. The agreement related to the CIL money that would be generated as part of the proposed housing development on land due to be transferred to Trowbridge Town Council on the 1st of April, as a result of the recent Boundary Review. He suggested that in the long term this might be something that West Ashton Parish Council might like to investigate.

11. Date of next meeting
To be arranged when considered necessary.
12. Closure of meeting
The meeting closed at 10.33am.

APPENDIX

Draft Neighbourhood Plan – amendments to paragraphs 10.21, and Policy 3 (design) paragraph ‘d’

Amended wording of paragraph 10.21 as suggested by Consultant

- 10.21 While landscape and impact on neighbours are important considerations, there is an interest in the village in exploring the possibility of micro-generation of renewable energy, whether for individual houses or for larger schemes. Designs should therefore explore this possibility.

Amended wording as agreed by Steering Group

- 10.21 While landscape and impact on neighbours are important considerations, this does not preclude the village from exploring the possibility of micro-generation of renewable energy, whether for individual houses or for slightly larger schemes. Designs should therefore explore this possibility. Any development should seek to minimise visual impact.

Wording of Policy 3 paragraph ‘d’ by Consultant - Amended wording as agreed by Steering Group (additional phrase highlighted in ‘bold’)

- d. Developments of more than 4 homes will be considered favourably subject to **paragraph 10.21** and other policies of the plan, where these incorporate micro-generation of renewable energy, either individually or on a collective basis.