

**The Winterbournes Neighbourhood Plan Steering Group (NPSG)**  
**Minutes of the 31st Meeting held on 20 February 2017**

**Attendance:** Andrew Argyle (AA) Chair, Mervyn Pannett (MP), Barry Lake (BL), Chris Campbell-Jones (CCJ), Charles Penn (CP), Charlie Bruce-White (CB-W), Gaenor Noakes Richard Folkes (RF), Peter Biggins (PB) and Dan Steadman (DS).

1. **Chairman's remarks.** AA confirmed for the record that the official handover of the Chair from MP to AA occurred on 1<sup>st</sup> February, 2017.

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

3. **Minutes of the last meeting:** The minutes of the last meeting (30th) held on 11 January 2017 were accepted and approved.

4. **Matters arising:**

a. **New Link Officer.** The new link officer for the NP is Anna McBride.

b. **Letter to MOD (DCBRNC).** MP had last corresponded with the Commandant, DCBRNC in March 2015 and he would request an update early next month to check whether the MOD had any immediate changes planned for the site. Should any changes become apparent in the future, he would ask the Commandant to let the NPSG know.

c. **Black Horse Lane Application (S118).** (See Planning Application Ref: 16/10998/FUL). Planning permission has not yet been approved and remains under consideration. There are issues over flooding, environmental health and the highway and, in addition, an archaeological survey needs to be undertaken. The proposed new build is also outside the development boundary.

5. **Village Questionnaire Update.** CP reported that work continues on further refining a version which can be made available to parishioners and it was considered that the final version needs to be ready for publication at the same time as the draft NP. In the meantime, the public meeting held on 8<sup>th</sup> October 2016 had provided a comprehensive analysis of the results of the questionnaire.

**Action: CP**

6. **Reports.**

a. **Site Analysis: report on consultee feedback on sites.** CB-W provided feedback on his further investigation into the proposed sites for development. Since presenting his initial site assessments in November 2016, he had asked Wiltshire Council and Highways England for their comments on such issues as vehicular access, environmental health, flooding, etc in relation to each site. Some responses, particular from Highways England, were yet to be received but he expects to be in a position to provide a complete response at the next NPSG meeting in March, 2017. Initial comments from Wiltshire Council had not been unhelpful. CB-W's preliminary view,

based on views already received from Wiltshire Council, is that the NPSG should consider the site behind the Primary School as the most advantageous providing 13 houses, together with the Portway site (7/8 houses) and Rose Barn (3 houses). At the next meeting sufficient information will be available for a full discussion on all the sites, including any sites that would meet any necessary contingency plan.

b. **Meeting with Planning Officer.** CB-W and AA met with the planning officer, Anna McBride who advised that the Ashton Keynes NP was a good example of a NP plan under review by Wiltshire Council and this can be seen on the following link:

[http://consult.wiltshire.gov.uk/portal/spatial\\_planning/np/ashton\\_keynes\\_neighbourhood\\_plan\\_proposal?tab=files](http://consult.wiltshire.gov.uk/portal/spatial_planning/np/ashton_keynes_neighbourhood_plan_proposal?tab=files)

AA asked that members of the NPSG read the Ashton Keynes NP before the next meeting in March. CB\_W and AA went on to discuss numbers with the Link Officer, as initially the Winterbournes had been allocated 30 new homes in total. However, each year Wiltshire Council undertakes a Housing Survey to see how many have already been built to meet the overall numbers in the Wiltshire Core Strategy. Originally, there was a target set of 184 houses in total to be built by the five villages in the rural Amesbury area ie Shrewton, Dinton, the Winterbournes, Tilshead and Great Wishford. As a result of the survey, this number was reduced to a minimum of 128. The Winterbournes 25 houses is derived simply from dividing 128 by 5, although this number is flexible as the total number is dependent on how many houses are built in the other large villages. The importance of producing an approved and adopted NP was emphasised as without one, Wiltshire Council would produce its own development plan for the village. The sooner we are able to show progress with our NP, the less likely it is that the council will step in. The Link Officer also confirmed that any planning application for new housing outside an existing development boundary would be turned down. She also provided advice on the level of detail the council required on the chosen sites, which included the number of dwellings, design and general layout. Before we consult on a draft plan, the NPSG needs to have it assessed by the Strategic Environmental Assessment (SEA). The Link Officer confirmed that the draft plan submitted for assessment need only major on the sites identified as suitable for new build. At the end of the meeting with the new Link Officer, AA came away with the view that she was well-briefed, competent and knowledgeable and would provide good service to the NPSG. No doubt she would attend a NPSG meeting, if required.

7. **Next Steps.** Following the meeting with the Link Officer, AA and CB-W had together considered what the next steps might be, subject to discussion with the NPSG. These suggested steps are as follows:

1. Complete analysis of Questionnaire, especially to ensure that the compendium of responses is fit for the public domain.

**Action: CP**

2. Read and digest NPs for Tatenhill and Ashton Keynes before the March meeting.

**Action: All**

3. Submit Housing allocations + draft framework NP to Link Officer for SEA.

4. Undertake own research for SEA. GN offered to liaise with AA on this aspect.

**Action: AA & GN**

5. List Maps and Appendices – start with protected open spaces. MP was content to undertake work on this aspect.

**Action: MP**

6. Drafting NP – CB-W to coordinate.

**Action CB-W**

7. Contact landowners. For further discussion at the next NPSG meeting when the site assessment activity has been completed and when we can have the plans in front of us to ensure we all have the same understanding.

8. Contact Winterbourne Primary School to ascertain whether there are plans for expansion (discuss at next NPSG meeting).

9. Progress local cycle link. Wiltshire Council are considering this aspect as part of a greater concept but the NPSG should keep up to date with progress as it may influence the NP.

10. Photographs.

In terms of the timeline for the above activities, AA felt that by the next meeting, NPSG should have read the NPs mentioned above. The key next stage is for CB-W to submit the framework of our NP and recommended sites to the Link Officer and for the SEA to be completed.

## **8. AOB**

a. CP reported that changes to the Wiltshire Housing Strategy (2017-22) and Housing Allocations Policy had been issued to the Parish Council for comment as part of the consultation process. It was agreed that there was no need for the NPSG to comment.

b. CP made the point that the NPSG is still required to submit the application for the NP grant to Wiltshire Council. It was agreed that the NPSG would approach the Link Officer for further advice.

c. MP agreed to draft an article for the next Village Link which needs to be submitted by 8 March.

**Action: MP**

## **9. Next Meetings:**

29 March, 2017 (Apologies received from RF)

26 April, 2017