

Minutes of the second Winterbournes and Hurdcott Neighbourhood Plan Steering Group  
Held on 6<sup>th</sup> March 2013 in the Ron Burton Room, Glebe Hall

In attendance:

Steve Bucknell (SB)  
Chris Campbell Jones (CCJ)  
Mervyn Pannett (MP)  
Terry Hall (TH)  
Peter Ostli-East (POE)  
Steve Eley (SE)  
Graham Lloyd (GL)  
Nigel Arkell (NA)  
Peter Biggins (PB)  
Sarah Hughes (SH) – Wiltshire Council

1. SB chaired the first part of the meeting, and opened proceedings by welcoming Sarah Hughes, the Neighbourhood Planning Link Officer from Wiltshire Council.
2. SH introduced the topic of NP, as part of the localism agenda being adopted nationally as part of Government policy. She pointed out that it is a costly and time consuming process to undergo. She referred to the South Wiltshire Plan as an extant document that can be used for reference, and to the Wiltshire Plan, which is in final draft, subject to examination during the summer by government inspectors. She advised the group that after completing its various stages, the final plan would have real legal weight. The key issue was that the community would be able to plan for the future, rather have it planned for for the community. Among the parts of the community whose views would need to be solicited were local businesses and even future residents. Sarah also listed a number of sources of information, listed in para 8 below.
3. SB introduced an existing plan as a possible exemplar for the steering group to consider - the plan had been produced for the Upper Eden region of Yorkshire. SH pointed out that the plan was very generic in its nature, dealing with such topics as “Housing on Farms” or “Rural Exceptions housing for local people”, and that though important, these were topics dealt with by the South Wilts plan.
4. After considerable discussion, it was agreed that the Steering Group needed to formulate the objectives of any intended plan, and such a plan would be subject to considerable local scrutiny, before examination and a local referendum. Among the initial requirements of such a planning process, the group would need to identify the scope and values of its neighbourhood plan. The plan could however, draw on the Parish Plan completed in 2009.
5. SB suggested that the group should identify a chair. MP agreed to act as chair, though this could not be a permanent appointment, as he spends May – October each year in France. He was, however prepared to help the inception of the group, particularly in drafting a set of Terms of Reference and compiling a Strawman scope and set of objectives.
6. SE agreed to act as minute secretary, in the short term, though he is unable to attend meetings on Wednesdays during the sailing season, April to October.
7. SB suggested that nominees were required to take responsibility for several action areas:
  - a. Finance – seeking sources of funding for NP. NA suggested that he and Jenny Lewys might take this on.
  - b. Review of the Parish Plan – GL

- c. Local and Wiltshire Core Strategy – CCJ
  - d. Discussion with neighbouring councils – POE
8. Information sources
- a. Planning Advisory Service – [www.PAS.gov.uk](http://www.PAS.gov.uk)
  - b. Wilts CC planning -  
<http://www.wiltshire.gov.uk/planninganddevelopment/planningpolicy/neighbourhoodplanning.htm>
9. DONM – the parish councillors agreed to ask Melanie Thomas to book the Ron Burton Room for the XXXX