

Winterbourne Neighbour Plan Steering Group (NPSG)
Minutes of 20th meeting held on 25th January 2016

Attendance: Mervyn Pannett (MP) Chairman, Maureen Atkinson (MA), Barry Lake(BL) Chris Campbell-Jones(CCJ), Richard Folkes (RF) Charles Penn (CP) Graham Lloyd (GL) Peter Biggins (PB) Dan Steedman (DS) Mark Laver (ML)

1. **Apologies** Elizabeth Sankey (ES), Antony Lyall (AL)
2. **Minutes of last meeting.** The minutes of the last meeting (19th) held on 13th November 2015 were accepted and approved.
3. **Matters arising:**
 - a. Action 3a. Chairman has made contact with Sarah Hughes who remains our Link Officer. The necessity for a Sustainability Appraisal (SA) will be determined once the development plans to be included in the NP have been drafted. Wiltshire Council will then liaise with stakeholders for their views on the need for a SA
 - b. Action 4a. on the subject of Finance and Business plan
Action ongoing AL/CP
 - c. Action 4b. on subject of Village questionnaire – on-going.
Action on-going MP/GL
4. **Briefing on NP Development by Patrick Curry, Chairman of Shrewton NPSG.** (see appendix for full report)
5. **Housing Needs Survey.** The chairman reported that the draft of the Winterbournes Housing Needs Survey had been received and had been sent to members. The survey results were in line with the expected requirements for new dwellings in the Winterbournes to meet the Wiltshire Core Plan when this has been finalised.
6. **NP Vision, Objectives and Policy.** The chairman explained that the next step in developing the NP was to draft a Vision Statement, from which Objectives and Policies will derive. He referred members to the Draft NPs of Downton and Idmiston & Porton that he had placed in Dropbox as examples of vision statements. CC-J undertook to draft a vision statement and send it to members ready for discussion at the next meeting.
Action CC-J
- 7 **Vision, Objectives and Policies sub-groups.** As CC-J is drafting the vision statement this item was dropped from this meeting.
8. **AOB.** None
9. **Date of next meeting.** 22nd February 2016

Attached: Appendix – Report on Patrick Curry Briefing

Appendix to NPSG Meeting No 20 Minutes

Neighbourhood Plan Development - Points Raised by Patrick Curry at NPSG Meeting

Patrick Curry, chairman of the Shrewton NPSG, kindly joined us at our NPSG meeting on 25 Jan 16 to brief us on Shrewton's experiences in developing their NP. He covered what is required to be done as well as the pitfalls, bureaucratic delays and potential for interference by vested interests.

I am opening this collectively produced document in order to try to capture as many of the points that Patrick made. It is unlikely that one person can have remembered the entirety of Patrick's talk and some will have better remembered points that others missed. Therefore I would like those of us who were there to add the points that you noted and felt are important to us.

I have listed points by topic, not chronologically:

NP Time Frame and purpose:

- The NP will cover the period up to 2026. Therefore the vision and goals are those that the community wishes to see implemented by then.
- The main purpose of the NP is land usage. The plan can cover other issues, such as traffic management, but these will be secondary to land usage.
- The NP MUST meet the requirements for new dwellings specified in the Wiltshire Core Plan.

Housing:

- 30% of new houses must be affordable housing. These have to be spread throughout the development(s) and not hidden away in a corner.
- The 30% affordable housing requirement makes a reliance on infill problematical. There have to be multiple dwelling developments to incorporate the affordable element.
- When the NPSG is assessing potential development sites make sure you have the landowner's approval and get him/her supportive of the plan. Ideally, co-opt landowners on to the NPSG.
- When assessing a site's potential for development consideration must be given to access and infrastructure. That would cover road access: particularly in relation to joining the main road; water and sewerage etc.
- Shrewton have produced a Land Evaluation Form and have offered to share it with us.
- The impact that the increase in families on local communications must be considered. This includes: buses, traffic, Internet etc.

NP Policies:

- An important element of the NP will be the policies. These will specify how the community vision and requirements will be delivered.
- Policies must have measurable goals.

Communication with the Community:

- Good, honest and frequent communication with the community is vital. The community will have to kept up to date with NP progress, asked for their views on policy proposals, asked for their wishes on policy options etc.

Funding:

- As a large village there is £7,000 (or £8,000?) of government grant available to assist with the development of the NP.
- Now the Winterbournes NP has received Designation we are able to apply for funds.
- Funds are paid to the Parish Council but ring fenced for the development of the NP.
- The Unitary Council will fund the costs of the independent assessor, the referendum and any other “democratic” action required by them.

NPSG Collaboration:

- The Winterbournes NPSG is part of the Amesbury area NPSG Collaboration Forum. This is designed for NPSGs to share experiences and information. It is led by the chairs of Shrewton and Idmiston NPSGs. The other villages represented are: Winterslow, Amesbury, Laverstock, Downton.

Legal Structure:

- Neighbourhood planning fits in to a legal structure. There are 3 plans under the Localism Act: Parish Plan (at the bottom), Village Design Plan (in the middle) which is afforded material consideration legally, and, above all, the NP which is tied in by the National Policy Planning Framework (NPPF), the policy, and the Localism Act, the power.
- The NPPFF lays down the number of issues that we need to do and how to do it, including education, health, housing, facilities and crime. Patrick mentioned that one of the big issues is Communication (eg broad band connection) to attract commerce and jobs (which we also have to include).

Miscellaneous & Personalities:

- The Unitary Council appear to play on the words Sustainable, Affordable & Social housing depending on which department one is dealing. Be careful. Sustainability is about the community, not the buildings themselves.
- Policy at the strategic level is focused on transport hubs. Amesbury is a transport hub.
- We will need to explore waste disposal and sewage (so to speak)
- The history society will prove very useful and could produce an Annex to the NP
- If we access Parish on Line, there is free access to the Public Sector Mapping Agreement (which is what the Council use).
- In the main, funding is spent on printing cost say £6k and consultancy £2k
- We may need a transition plan for when people leave during the period to 2026.
- There is a man named James Fiore (spelling) in planning dept who is in charge of Site Allocation.
- David Mitford is the Team Leader, who is very helpful.
- Legal issues at the Council can be considered by Ian Gibbons (Hd Legal Services)