



Melksham Neighbourhood Plan

Steering Group Meeting

Melksham Without Parish Council meeting venue

1 Swift Way, off Westinghouse Way,
Bowerhill Industrial Estate, Melksham,
SN12 6GX

Date: Wednesday, 15 May 2019

Start: 6.00pm

1. Welcome and Apologies
2. Declarations of Interests
3. Public Participation
4. Minutes of the Last Meeting
 - a) Agree Minutes of Meeting held on 31 July 2019
 - b) Matters Arising
5. Finance Report
 - a) To note latest financial report.
7. Place Studios (Katie and Vaughan)
 - a) Discuss response from Wiltshire re LPR
 - b) Review and agree information to be requested from Wiltshire by the Steering Group in relation to the 5 key topic areas
 - **Landscape & Key Views:** Richard Wood/Phil Alford
 - **Green Infrastructure:** Richard Wood/Adrienne Westbrook
 - **Character & Design:** Tony Watts, Shirley McCarthy
 - **Facilities/Sites:** Adrienne Westbrook, John Glover
 - c) Review and agree Place Studio's proposed plan of action for progressing NDP work on the 5 topic areas

- d) To briefly discuss community and stakeholder engagement as the plan is progressed towards Reg 14
 - e) Preview a toolkit (views) in advance of the briefing sessions. To agree a date for the briefing sessions (hopefully in the next 2 weeks).
8. Date of Next Meeting of Steering Group: Weds 25 September at 1 Swift Way off Westinghouse Way.