



**Date: Wednesday 25<sup>th</sup> January 2023**

**Start: 6.30pm**

**At:** Melksham Without Parish Council, First Floor,  
Melksham Community Campus, Market Place,  
Melksham, SN12 6ES

**Remote access via Zoom also available**

To Join Zoom Meeting:

Meeting ID: 279 181 5985

Passcode: 070920

Click link below:

<https://us02web.zoom.us/j/2791815985?pwd=Y2x5T25DRlVWVU54UW1YWWE4NkNrZz09>

## **Melksham Neighbourhood Plan Steering Group AGENDA**

1. **Welcome & Housekeeping**
2. **To note apologies**
3. **Declarations of Interests**
4. **Public Participation**
5. To agree **Minutes of Meeting** held on 30<sup>th</sup> November 2022
6. To approve draft Town Centre Master Plan for public consultation and boards for consultation if available)
7. To approve draft Design Code for public consultation
8. To approve shortlist of Heritage asset sites for public consultation
9. To approve shortlist of Local Green Spaces designation sites for public consultation
10. To approve Informal Evidence Base & Town Centre Master Plan Consultation programme and events
  - a) Planning, Process & Agenda Report – produced by Place Studio
  - b) Communications & Event programme – produced by Clerks

### **Melksham Neighbourhood Plan Steering Group**

**Contact for more  
information:**

Melksham Town Council

01225 704187

[linda.roberts@melksham-tc.gov.uk](mailto:linda.roberts@melksham-tc.gov.uk)

Melksham Without Parish Council

01225 705700

[clerk@melkshamwithout-pc.gov.uk](mailto:clerk@melkshamwithout-pc.gov.uk)

- c) To note Communications material produced to date
    - i) Mini newspaper (4 page) for distribution 3<sup>rd</sup> December onwards
    - ii) Melksham News advert "Save the Dave" – issue w/c 16<sup>th</sup> January
  - d) To agree stakeholder invite list and who to attend, facilitate and present at stakeholder event, public consultation events, & Area Board event
  - e) To note indicative costs: Room hire, Printing, Banner/Flags, Maps, Printing, Melksham News adverts etc
11. To note Locality Technical Support has been awarded for Green Gaps/Landscape Buffer work stream and Inception Call with AECOM and subcontractor booked for Fri 20<sup>th</sup> Jan
  12. To note Housing Site Allocation site visits booked for Tuesday 31<sup>st</sup> January
  13. SEA (Strategic Environmental Assessment) Scoping Report– To note currently out for consultation with stakeholders for 5 week period ending 3<sup>rd</sup> February. To receive feedback on Next Steps following AECOM meeting Tues 26<sup>th</sup> Jan
  14. To approve future spend, quotation for additional work by Place/AECOM if appropriate, latest invoices and note current financial report.
  15. To note new Government consultation on the NPPF and to consider if the Steering Group would like to respond PUT IN LINK deadline 2<sup>nd</sup> March
  16. To agree date and venue of **Next Meeting of Steering Group**  
*(Weds 22<sup>nd</sup> February previously suggested)*