



Melksham Neighbourhood Plan

Steering Group Meeting

Melksham Fire Station, Semington Road,
Melksham, SN12 6DD

Date: Wednesday 17 October 2018

Start: 6pm

Present

Steering Group Members

i. Councillors

Cllr. Richard Wood (MWPC)

Cllr Nick Holder (MWPC)

Cllr. Pat Aves (MTC)

Cllr. Tony Watts (MTC)

Cllr. Phil Alford (WC)

ii. Community Representatives

Shirley McCarthy (Environment)

Rolf Brindle (Transport)

Officers

Teresa Strange (MWPC)

Lorraine McRandle (MTC)

Jo Eccleston (MWPC)

Guests

There was one Member of the Public present this evening.

1. Welcome & apologies:

The Chairman welcomed those present to the meeting.

Apologies had been received from Cllr. John Glover (MWPC), Colin Goodhind (MCAP), Mike Sankey (Community), Colin Harrison (Chamber) and David Way, Wiltshire Council.

The reasons for absence were noted.

2. Declaration of Interests

There is a standing declaration of interest in MCAP from Shirley McCarthy. Teresa Strange declared an interest as a Trustee for Young Melksham.

3. Public Participation

There was one member of the public present, who wished only to observe.

4. **Minutes of the last meeting**

4.1 **Agree minutes of meeting held 29 August 2018**

The minutes of 29 August 2018 were moved by Cllr Tony Watts and seconded by Cllr Pat Aves.

Resolved: The minutes were formally approved and signed.

4.2 **Matters Arising**

There were no matters arising.

5. **Finance Report**

5.1 **Invoices for Payment:**

Lemon Gazelle (Invoice No 188 for £175) for Reviewing potential amendments to the draft NP and responding to officers.

Resolved: Invoice number 188 for £175 was approved for payment.

5.2 **Current Budget:**

The current expenditure to date was £23,059 (including grant funding - of which £15,359.86 expenditure MTC & MWPC)

6. **Local Plan Review**

a) **To note Wiltshire Council Briefing Note regarding Local Plan Review (2026-2036)**

The meeting was informed that Wiltshire Council were currently undertaking a review of the Local Plan 2026-2036.

Timetable for the Local Plan Review (tentative):

Targeted consultation on sites:	Quarter 1, 2019
Start of reg 19 pre submission	Quarter 2, 2019
Consultation on draft Local Plan	Quarter 4, 2019
Submission to Secretary of State	Quarter 3, 2020

The outcomes of the various consultation events, with various town and parish councils will inform the direction of travel in terms of the scale and distribution of growth across Wiltshire before further consultation takes place on specific sites.

b) **To receive feedback from Local Plan Review Melksham Consultation Event 8 October**

The meeting was informed that various representatives from both Melksham Without and Melksham Town Council attended this meeting.

It was noted Melksham was being considered within the Chippenham Housing Market, whereas previously we had been in the Trowbridge Housing Market. Chippenham's Housing Markets requirement up to 2036 was 44,450. Those who attended the above meeting, whilst not impressed with elements of the meeting, had come out of the meeting feeling Melksham was being thought of in the same league as Trowbridge and Chippenham regarding housing numbers and as a significant number of housing was being proposed, this could only be accepted if a by-pass were to be built and only then, which seemed to be received positively by Wiltshire Council Officers.

c) To note timing of Wiltshire Council's Plan review in terms of conforming with the Neighbourhood Plan

(covered above)

7. Housing Sites Allocation

a) To consider and submit comments to AECOM on Housing Needs Assessment draft

It was explained there had been a delay in getting a Housing Needs Assessment report, as the new National Planning Policy Framework (NPPF) was being published, meaning AECOM had stopped their approach and would provide an updated report in a few months time.

Teresa explained that both her and Jo had met with David Way to discuss the Housing Needs Assessment and he had raised several concerns regarding the content of the document, including the figures quoted throughout the report, especially as we had met our housing requirement up to 2026. The report was also not secure on housing figures or housing types required. It was also unclear what methodology had been used in the report.

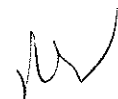
Teresa explained they had been strongly advised not to discuss the report for the reasons above and as AECOM had been appointed via Locality to undertake this, she was prepared to go back to Locality to say that we were unhappy with the report.

RESOLVED: Teresa to inform Locality how unhappy we were with the report.

b) To consider and submit comments to AECOM on Site Assessment Report draft

Nick Chisholm-Batten, AECOM (a different section than the ones who provided the Housing Needs Assessment) who had undertaken previous site assessments on various sites, prior to the 'line in the sand' being drawn had undertaken site assessments on those sites whereby SHLAA site landowners had met with representatives of the Melksham Neighbourhood Plan Steering Group to discuss what significant community gain their sites could bring to the area, given we had met our housing figures.

It was noted within the report, that site 27 had yes against, however, reading the outcome of the assessment of this site, it was felt that it should have said 'No'. It was also noted that



the outcome of the public consultation on this site was a 'No'.

Officers had cross referenced this report with the results of the public consultation exercise in December 2017 undertaken by Lemon Gazelle, which resulted in one site having a favourable outcome with 2 potential sites.

It was noted the site in question would bring with it several community gain benefits, such as flood mitigation for the area, as well as a play area in the vicinity. The site would bring forward 18 units.

It was felt there was an awful lot of very useful information in both reports and it was worth

both councils holding a joint meeting, using this information to consider strategic growth 2026-2036.

RESOLVED: It was agreed to contact AECOM to clarify the wording on Site 27.

To arrange a meeting with both councils to discuss a strategic view for 2026-36.

c) To note Housing Sites Public Consultation Report

Lemon Gazelle's public consultation report was circulated to allow members to see how the public had responded to each of the sites (see above).

d) To consider allocating sites in Neighbourhood Plan 2016-2026

The meeting was asked if the group wanted to consider the 2 other potential sites. It was felt, as the housing figures had been met, that there was no need to consider the 2 potential sites.

It was asked if the group wanted to wait for the outcome of the Housing Needs Assessment, which would not be available until February. The group felt, as we had met our housing requirement and the site suggested was for a small development, there was no need to await the updated report.

Therefore, it was:

RESOLVED: To Allocate Site 17 into the Neighbourhood Plan and to arrange to meet the landowner's agent.

8. Draft Policy Document: To consider responses by Lemon Gazelle to comments made on Draft Policy document at last meeting.

The group went through the various responses made by Lemon Gazelle, a few suggestions regarding wording were made, therefore, it was:

RESOLVED: To forward suggested wording to Lemon Gazelle in order to amend and

forward

an updated policy document to the group for further consideration.

9. Revised National Planning Policy (NPPF) Framework

a) To note documentation regarding the changes in legislation

This was covered earlier in the meeting.

b) To note submission deadline to Wiltshire Council if to be considered under outgoing NPPF (National Planning Policy Framework)

Following a Wiltshire Council briefing note regarding the Revised National Planning Policy Framework (NPPF) which stated Neighbourhood Plans that are submitted to the council before 24 January 2019 can still be considered under the policies in the previous Framework, Teresa queried this with David Way who's response was as follows:

"Submitted means submitting the draft plan to Wiltshire Council at Reg 15 stage, after Which WC will consult on it at the Reg 16 stage. If MNPSG submit the plan to WC on or before 24 January 2019, it will be examined using the previous NPPF so it would need to be in general conformity with that.

He also went on to state, *depending on when we intended to start Reg 14 consultations, he felt the timescales for submission before 24 January would be difficult, therefore we might want to consider ensuring our plan is in general conforming with the new NPPF and submit after that date.*

11. Website Working Party:

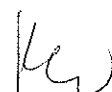
a) To note minutes of working parties

Various website minutes had been circulated prior to the meeting.

RESOLVED: To note the various minutes circulated.

b) To receive feedback from recent activities regarding filming for website

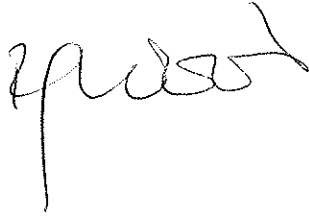
The meeting was informed various members of the community had agreed to take part in filming with scripts being written up. Another final dress rehearsal was taking place the following day.



12. Next meeting date:

The next meeting to be held on Tuesday 27th November, 2018 at 6.00pm at Forest Community Centre.

Signed:



Chairman of MNPSG

Date: 27 / 11 / 18