

**MINUTES OF MEETING 21.02.2019**  
**Colerne Neighbourhood Plan Steering Group**

Time	7.30 pm	Location	Colerne Old School
Present	Steve Ayres (SA) George Batterham (GeB) Jacqui Bradburn (JB) Peter Brookes (PB) Bob Child (RC) Hilary Holman (HH) Bob Jones (RJ) Sue Jones (SJ) Mary Mellett (MM) Peter Mellett (PM) Jane Mellett (JM) Anne Nicholas (AN)	Apologies	Gary Brain (GB) Jeff Bishop (JB) Tom Hall (TH) Brian Mathew (BM)
Next Meeting	<b>Thursday 21st March 2019</b>	Chair: Recorder:	Jane Mellett Mary Mellett
Agenda	<p><b>Item</b></p> <p><b>1. Apologies</b> (above)</p> <p><b>2. Minutes of Last Meeting</b></p> <p><b>3. Matters Arising</b></p> <p>3. Local Green Spaces Consultation</p> <p>3. Local Listings</p> <p>5. Concept Statement</p> <p>5. Envisioning workshop (GeB)</p> <p><b>4. To consider documents for approval:</b></p> <ul style="list-style-type: none"> <li>- Landscape Character Assessment</li> <li>- Key Views</li> <li>- Valued Views</li> </ul> <p><b>5. To agree wording for Design Statement</b></p> <p><b>6. To receive update re. Military Housing</b></p> <p><b>7. AOB and date of next meeting</b></p>		

<b>2.</b>	<b>Minutes of Last Meeting:</b> APPROVED	
<b>3.</b>	<p><b>Matters Arising</b></p> <p><b>3. Local Green Spaces Consultation:</b> Consultation open, letters sent to housing adjacent to green spaces in Pinewood and Northwood and email and texts sent via Colerne Primary School. Online Survey Monkey open to receive responses and paper responses being delivered to High Street News. Results to come to next meeting.</p> <p><b>3. Local Listings</b> Criteria needed from Place Studio. Once criteria received public consultation to be initiated to invite suggestions. Parish Council asset register to be requested (MM).</p>	<p><b>MM &amp; JM</b></p> <p><b>JB</b></p>

	<p><b>5. Concept Statement</b> Meeting with Henning Tutz scheduled for 22.02.19. JM confirmed that the DiO have been invited to participate via Jo Billingham who has responded that proposal has been passed to a case officer.</p> <p><b>5. Envisioning workshop</b> Workshop scheduled for Saturday 16th March, 9 AM, Washmeres Farm. A3 Copies of Parish maps given to Steering group members. Individuals to sketch their own preferred proposals, unrestrained by development boundaries and bring to workshop as a starting point for building a collective vision.</p>	<b>All SG Members</b>
4.	<p><b>To consider documents for approval</b> <b>Landscape Character Assessment (RC): APPROVED</b> Subject to corrections of Place Studio sections, MM and RC to make corrections and publish on website. <b>Key Views (RC) APPROVED</b> <b>Valued Views (RC) APPROVED</b> Noted that of these 'valued views' some are iconic and therefore also feature as 'key views'.</p> <p>All APPROVED documents to be published on website.</p>	<b>MM</b>
5.	<p><b>To agree wording for Design Statement</b> The draft Design Statement was reviewed on screen and some changes made. Agreement for RJ and PB to redraft section '1. Introduction' to ensure it is clear that the Design statement is <b>part of the Neighbourhood plan</b> and <b>must</b> be taken into account by planning applicants. (RJ, PB). Agreement for guidances to be made clearer through use of a chart or table MM to make drafted suggestions.</p> <p>MM to share a live version of the Design Statement Draft with all Steering Group via Google Docs so that latest version can always be viewed and edited by group.</p>	<b>PB, RJ</b>  <b>MM</b>
6.	<p><b>To receive update re. Military Housing</b> JM read an email from Annington Homes regarding the properties it owns within the Parish which amount to around 20% of the Parish housing stock. Annington confirmed that they will continue to rent the properties exclusively to the MoD until such time as the MoD withdraw from the agreement.</p>	
7.	<b>AOB and date of next meeting</b>	