

MINUTES OF MEETING 20.09.18
Colerne Neighbourhood Plan Steering Group

Time	7.30 pm	Location	Colerne Old School
Present	<p>Steering Group: Steve Ayres (SA) George Batterham (GeB) Gary Brain (GB) Bob Child (RC) Hilary Holman (HH) Bob Jones (RJ) Sue Jones (SJ) Jane Mellett (JM) Mary Mellett (MM)</p> <p>From Place Studio: Jeff Bishop (JeB) Place Studios Georgina Perry (GP)</p>	Apologies	<p>Jacqui Bradburn (JB) CT Crabbe (CTC) Peter Brookes (PB) Tom Hall (TH) Brian Mathew (BM) Peter Mellett (PM) Anne Nicholas (AN)</p>
Next Meeting	Thursday 18th October, 7:30 pm	Chair: Recorder:	Jane Mellett Mary Mellett
<p>Agenda</p> <p>1. Apologies 2. Minutes of Last Meeting 3. Matters Arising: Item 7. Funding of Parish Online. Item 5.</p> <ul style="list-style-type: none"> - Funding of Neighbourhood Plan (NP) referendum - Concept Statement Funding - Possible Meeting With WC <p>4. To consider for approval the final list of Open Green Spaces to be applied for. 5. Main session - Exploring relationship between survey result reports and writing policies for our plan.</p> <ul style="list-style-type: none"> - Exceptions (AN, JB, TH) - Demographics (PB) - Development needs/preferences (SJ, RJ, HH) - Design Statement (JM, GB) - Local Businesses (PB, HH) - Key Views & Local Green Spaces (TH, RC) - Community Facilities (AN) - The MOD Sites (RJ, SA) <p>6. To consider terminating subscription to Survey Monkey 7. AOB and Date of next meeting</p>			

2.	Minutes of Last Meeting: APPROVED	
3.	<p>Matters Arising: Item 7. Funding of Parish Online. MM confirmed that the Parish Council has approved funding of Parish Online for one year. MM to register with Parish Online and share login details with Steering Group and Parish Council.</p> <p>Item 5. Funding of Neighbourhood Plan (NP) referendum JM Confirmed that Wiltshire Council to fund NP referendum and examinations.</p> <p>Concept Statement Funding JeB from Place Studio shared an outline funding proposal for a Concept Statement. RJ proposed that Place pursue an application to Locality for funding. *Unanimous vote in favour of pursuing Concept Statement funding* JeB to confirm who funded concept statements for MOD sites in Bath.</p> <p>Possible Meeting with WC Sites group to agree appropriate timing and content for meeting with WC regarding potential sites and expected date of Green Belt review. Agreement that Sites Group should begin drafting of Sites Policy.</p>	<p>MM</p> <p>Place</p> <p>Sites Group</p>
4.	<p>To consider for approval the final list of Open Green Spaces to be applied for. The Local Green Spaces report authored by TH was considered. The group decided, due to insufficient evidence, the list should not be approved. The following amendments were requested before approval is reconsidered:</p> <ul style="list-style-type: none"> - A third column to be added to the table titled '<i>reasons recommended / not recommended</i>'. Where sites are 'already protected' include explanation of nature of protection. - Format document to display 'Methodology' table within the pdf. - Following advice from GP and JeB, the group particularly requested the following spaces be reconsidered: <ul style="list-style-type: none"> i) Spaces in Forrester Green ii) Spaces in Thickwood iii) The Recreation Ground and Martins Croft Play Area <p>Agreement for JM to start enlisting local involvement for the two spaces proposed in report: Pinewood Playground and Northwood Football, Play and Open area.</p>	TH, GB
5.	<p>Main session - Exploring relationship between survey result reports and writing policies for our plan. Reports on the Survey from the following research groups were reviewed:</p> <ul style="list-style-type: none"> - Demographics (PB) As the total number of households responding to survey cannot be exactly determined, recommended that reference to percentage of households be qualified. - Development Needs/Preferences (SJ, RJ, HH) Format and presentation commended. - Design Statement (JM, GB) Recommendation that results be presented with a consistent format throughout document, with particular reference to first and last questions reviewed. NB all documents to record facts from survey and not interpretations. - Local Businesses (PB, HH) - MOD sites (SA, RJ) <p>Revisions to be made and all reports to be considered for adoption at October meeting. Additional reports from Local Green Spaces and Community Facilities</p>	<p>PB</p> <p>JM</p>

<p>awaiting completion.</p> <p>It was agreed to start drafting plan sections as follows:</p> <p>Introductory Sections: Vision - RJ Objectives - RJ Development strategy (leave until later)</p> <p>Policies: Character and Design - JM GeB Settlement Boundary - GB Infill development - SJ Sustainable design and renewable energy - SA Permeable surfacing - PM Pre-ap involvement - JM and GeB Housing developments - Sites Group Affordable housing - Sites Group Custom and self build - PM Design for home working - PM Electric charging points - PM Landscape setting - RC Key views - RC Natural environment - JM Biodiversity - JM Green infrastructure - JM Historic environments - JM Local green spaces - TH New employment developments - HH Retaining existing employment - HH Local traffic and movement - (No policy but needs mentioning) Public transport - PB (No policy but needs mentioning) Walking and cycling - RC Telecommunications Infrastructure - Not needed. Retaining community facilities - AN New community facilities - AN Allotments - AN Play Areas - AN Dark Skies: SJ Local Listing (e.g. walls) - Could enlist public involvement.</p> <p>Development sites - awaiting further developments Concept statement for airfield - awaiting further developments Design Statement - JM, GeB, to be included within Neighbourhood Plan. 1st draft of Design Statement to be presented for discussion at November meeting.</p> <p>Projects Community Land Trusts: Keep aware and monitoring for potential sites as Central and local Government support increasing. WC have an officer employed to support groups. Nailsworth good model to follow. Legal agreements with Parish Councils can be made to ensure land is used for CLT development only.</p> <p>Steering Group to send drafts to Place Studio 6 weeks time (November 1st).</p> <p>JeB to email: - Pdf of draft Ross-on-wye NP - Monument records for Colerne</p>	<p>RJ</p> <p>JM, GeB</p> <p>SJ SA PM JM, GeB Sites Group</p> <p>PM</p> <p>RC</p> <p>JM</p> <p>TH HH</p> <p>PB</p> <p>RC</p> <p>AN</p> <p>SJ</p> <p>JM GeB</p> <p>Place / JeB</p>
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6.	To consider terminating subscription to Survey Monkey Currently subscription ends early October. Agreement that no further payments to be made.	SA
7.	AOB: MM to include links to reference documents on website Date of next meeting: 18th October 2018	MM