

18.04.19 MINUTES OF MEETING
Colerne Neighbourhood Plan Steering Group

Time	7.30 pm	Location	Colerne Old School
Present	Steve Ayres (SA) Jeff Bishop (JeB) Peter Brookes (PB) Bob Jones (RJ) Sue Jones (SJ) Mary Mellett (MM) George Batterham (GeB) Peter Mellett (PM) Jane Mellett (JM) Anne Nicholas (AN)	Apologies	Gary Brain (GB) Jacqui Bradburn (JB) Bob Child (RC) Tom Hall (TH) Hilary Holman (HH) Brian Mathew (BM)
Next Meeting	Thursday 13th June 7:30pm	Chair: Recorder:	Jane Mellett Mary Mellett
Agenda	<p>Item</p> <p>1. Apologies</p> <p>2. Minutes of Last Meeting</p> <p>3. Matters Arising</p> <p>i) Notes from meeting with DIO 25.03.19</p> <p>ii) For Information: Updated Timetable</p> <p>iii) To approve Local Green Space Survey reports for publishing on website.</p> <p>iv) To review and adopt revised Vision Statement</p> <p>4. To discuss, amend and approve report from sites group.</p> <p>5. CLT - notes from meeting with Seend and discussion on next steps</p> <p>6. To discuss budget and fund raising for 2019/20.</p> <p>7. AOB and Date of next meeting</p>		

2.	Minutes of Last Meeting: Approved.	
3.	<p>3. Matters Arising</p> <p>i) Notes from meeting with DIO 25.03.19</p> <p>Notes written by JM and Kathy Edwards (DIO) received. Agreed that the meeting was positive and there are some mutual interests between DIO and the NP.</p> <p>JM confirmed there will be a tripartite meeting of the Steering Group, DIO and WC in early May.</p> <p>JM to request details of contamination within the sale documents from Hullavington site from Simon Smith (WC).</p> <p>ii) For Information: Updated Timetable</p>	JM

	<p>The updated timetable was outlined by JM. Timescale accepted as realistic.</p> <p>iii) To approve Local Green Space Survey reports for publishing on website. LGS Survey Summary, Northwood Survey Results and Pinewood Survey Results APPROVED. MM to publish on website. JM to write and inform landowners using standard letter from Place Studio, on Parish Council headed paper.</p> <p>iv) To review and adopt revised Vision Statement The 'Vision Statement' document by JM was reviewed, including map showing the proposed zones of different uses within the Parish. The following changes were agreed:</p> <ul style="list-style-type: none"> - Map to state: 'Thickwood' and 'Green Buffer Zone' as areas. - Item 1, relating to the green buffer zone, should be the same as text on page 16 of the Sites Report. - Names of attendees to be removed (as it is a report not meeting minutes). - Paragraph to be added giving context and explaining that this is the Steering Group's contribution to the Concept Statement. <p>Subject to changes, statement APPROVED for display at May Fair.</p> <p>To support case of North Colerne gaining 'settlement' status, JeB suggested that existing facilities at North Colerne be listed. Services which could be continued following the sale of Azimghur Barracks should be identified.</p>	<p>MM</p> <p>JM</p> <p>MM JM</p> <p>JM</p> <p>JM</p>
<p>4.</p>	<p>To discuss, amend and approve report from sites group. The 'Sites Group Report' was welcomed. JM commended the document as excellent work.</p> <p>The constraints of the available methodologies for producing housing need numbers was discussed and it was acknowledged that it is an inexact science but necessary as numbers are required for the plan. JeB explained that numbers were just one element of deciding a development strategy, the other element being character.</p> <p>The following change to the document was agreed: Section 4 '<i>Recommended Forecast Housing Demand To Be Adopted In NP</i>' to include a modulation in light of the Barracks sale and character of Colerne.</p> <p>It was agreed that comments on the report from the Steering Group should be taken in writing via email until 1st May. Following this, Working Group to make any changes it feels necessary. Report to be re-presented at June Steering Group meeting with the aim for sections 1- 7 to be accepted as important background evidence, with material to be used in conjunction with considerations about the character of village.</p> <p>A vote was not taken on the questions outlined in section 8 as it was felt there was insufficient information from DIO on the future of the Airfield to finalise a strategy. Sections 8 and 9 to be reconsidered and approved as considered appropriate or following developments regarding the airfield site. JeB to give comment and suggestions on sections 8 and 9 to Sites Working Group.</p> <p>The requirements for a heritage airfield to be explored further with stakeholders, with particular reference to hangar and storage needs..</p> <p>Report to be kept internal until approved by group.</p>	<p>Sites Working Group</p> <p>JeB</p> <p>JM</p>
<p>5.</p>	<p>CLT - notes from meeting with Seend and discussion on next steps JM's notes from meeting with Seend CLT on 2.04.19 were reviewed (JM and AN in attendance). Agreed that May Fair to be used to inform about and assess interest in</p>	

	CLTs.	
6.	<p>To discuss budget and fund raising for 2019/20.</p> <p>It was agreed that a minimum additional £2000 is needed to cover the next financial year as timescale of plan production has increased. RJ to approach Parish Council. JeB informed that additional funding of £8000 is available from Locality if sites are nominated in plan.</p>	RJ / JM
7.	<p>AOB and Date of Next Meeting:</p> <p>NO MAY MEETING. Thursday 13th June 2019 next meeting.</p> <p>Upcoming meetings/events:</p> <ul style="list-style-type: none"> - Windscreen tour of MoD site with Henning Tots (WC) on 10th May - May Fair information stall on 11th May at Warmleigh Memorial. Help needed for manning stall. - Tripartite meeting with DIO, WC and Colerne NP in early May. 	JM