

21.11.19 MINUTES OF MEETING
Colerne Neighbourhood Plan Steering Group

Time	7.30 pm	Location	Colerne Old School
Present	Steve Ayres (SA) Bob Jones (RJ) Sue Jones (SJ) Mary Mellett (MM) Bob Child (RC) Hilary Holman (HH) George Batterham (GeB) Peter Mellett (PM) Jane Mellett (JM)	Apologies	Gary Brain (GB) Jeff Bishop (JB) Tom Hall (TH) Jacqui Bradburn (JB) Anne Nicholas (AN)
Next Meeting	Thursday 16th January 2020	Chair: Recorder:	Jane Mellett Mary Mellett
Agenda	<p>Item</p> <ol style="list-style-type: none"> 1. Apologies 2. Minutes of Last Meeting 3. Matters Arising <ul style="list-style-type: none"> i) Agreed Notes of Tripartite meeting (info item) ii) Finance: update from HH and JM 4. Character and Design Statement Update 5. Colerne Neighbourhood Plan - first draft for SG members to read and consider <ul style="list-style-type: none"> i) if it tells the right story ii) if it expresses the Vision we share / integrates the parish's wishes as in the survey. iii) hangs together as a whole 6. To consider the status of the Thickwood land within the development policy. 7. Submission of material to initiate LA assessment of our need for SEA for our development site 8. Feedback on CLT developments 9. AOB and Date of next meeting 		

2.	Minutes of Last Meeting: Approved	
3.	<p>Matters Arising</p> <p>i) Agreed Notes of Tripartite meeting (info item) JM reported that all parties from the meeting had approved the notes as an accurate record of events.</p> <p>ii) Finance: update from HH and JM JM confirmed request placed with Parish Council for continuation of essential funding which has been supported in principle, but will be formally discussed as PC meeting on 3rd December.</p> <p>HH has undertaken a financial review to assess Locality funding and formally requested extended dates for spending which has been approved by Locality.</p> <p>HH to check projected figures against further information via email from RJ.</p>	HH
4.	<p>Character and Design Statement Update A page-set designed copy of the Design Statement from RC was gratefully welcomed. Changes were agreed:</p> <ul style="list-style-type: none"> - Captions on pictures - Correcting character areas map - Washmeres part of 'The Lanes' and Watergates to cover top of Eastrip in the Conservation Area. (Majority of Eastrip not in the conservation area, so no applications needed for tree felling) - Revised map showing areas of housing and path of old roads (p15) - Inserting new agreed text from SJ (SJ to forward to MM) under 6.4 - Making explicit that overall guidance applies to all subsequent guidance and ensuring Guidance for Building in the wider landscape includes relevant sections from 'Guidance in or adjacent to settlements'. - Requirement for bin storage for all new dwellings to be added to General Guidance. <p>Further small changes and edits needed to be sent to MM for listing. MM to send summary of changes needed to the designed version to RC.</p>	MM RC
5.	<p>Colerne Neighbourhood Plan - first draft for SG members to read and consider</p> <p>i) if it tells the right story Writing team were congratulated as narrative element clear, interesting and logical in progression. RJ has made / is making changes suggested by JeB and will liaise with JeB further around this.</p> <p>ii) if it expresses the Vision we share / integrates the parish's wishes as in the survey.</p> <p>Concise vision statement: Because of the complex nature of Colerne's restrictions and opportunities, the vision was felt to be more of a 'discussion' piece than a concise direction. JM to draft a distilled vision statement, including decisive short-term actions (2 small sites and provision for immediate housing need of 10) and longer term vision for improved connectivity between Thickwood, Colerne and North Colerne and cohesive, sustainable settlements in Thickwood and North Colerne, while enhancing village character and increasing sustainable design. RJ to edit and integrate into text.</p> <p>Green Buffer Zone: case to be strengthened to include reference to placing of new development in areas which increase cohesion, organic growth, sustainability and</p>	RJ JM RJ

	<p>connectivity of current areas of housing within the parish and particularly in North Colerne. For all land within the Green Buffer Zone, the plan supports continuing uses of sport, agriculture and employment only. Suggestion to find a more positive title for this area.</p> <p>Agreement not to pursue lasso settlement approach as, following feedback from Henning Totz and Place, it is unlikely to be supported by WC. Independent settlement status for North Colerne and possibly Thickwood to be supported and pursued if and when further development is planned which would result in meeting the criteria for a settlement.</p> <p>iii) hangs together as a whole</p> <p>Agreement for RJ to continue the good work acting as editor of the 'whole' plan integrating new text and making changes as needed.</p> <p>Policies:</p> <p>PM to liaise with Place for advice on the changes to policies to ensure they integrate and align with planning regulations at national and local levels as well as consistently within the Neighbourhood Plan. Place to also advise on changes needed to terminology to fit with 'planning speak'.</p> <p>Concept Statement</p> <p>Constructive discussion led to decision for SA to draft a 'vision statement' type Concept Statement that is aligned and integrated with the draft Plan. Draft to be discussed with JeB at meeting on December 11th meeting before Place goes further with their work on this.</p> <p>This also ensures best use of the limited remaining resources for consultant time. JM to liaise with JeB.</p>	<p>RJ</p> <p>RJ</p> <p>PM</p> <p>SA</p> <p>JM</p>
<p>6.</p>	<p>To consider the status of the Thickwood land within the development policy.</p> <p>JM fed back advice from Henning Totz on options for including the development of this land within the plan. Support to be given for development as a rural exception site in text of plan. Suggestions to be drafted into plan text. (SJ / RJ)</p>	<p>RJ / SJ</p>
<p>7.</p>	<p>Submission of material to initiate LA assessment of our need for SEA for our development site</p> <p>JM to liaise with Henning Totz and give him relevant wider information needed to move forward.</p>	<p>JM</p>
<p>8.</p>	<p>Feedback on CLT developments</p> <ul style="list-style-type: none"> - Next CLT meeting to include speaker from Marshfield CLT (Thursday 28th November, 7:30 Liberal Club) - CLT now has a website, produced by Anne Nicholas and hosted by Village Hall. 	
<p>9.</p>	<p>AOB and Date of next meeting</p> <ul style="list-style-type: none"> ● No Steering group Meeting in December ● Writers' working group meeting daytime Wednesday 11th December (SA, JM, RJ, JeB) ● Next full Steering Group Meeting January 16th 2020 	