

**MINUTES OF MEETING 15.06.17**  
**Colerne Neighbourhood Plan Steering Group**

Date	15.06.17	Time Location	7.30 - 9.30 pm Colerne Old School
Present	Bob Jones Anne Nicholas Jane Mellett Hilary Holman Peter Mellett CT Crabbe Jacqui Bradburn Mary Mellett	Apologies	Peter Brookes Karen Brzezicki Bob Child Gary Brain Stephen Ayres Tom Hall Peter Foskett
Next Meeting	Colerne Old School 20.07.17	Chair: Recorder:	Jane Mellett Mary Mellett
Agenda	<ol style="list-style-type: none"> <li>1. Apologies</li> <li>2. Minutes of Last Meeting (20.04.17)</li> <li>3. Matters Arising:             <ol style="list-style-type: none"> <li>3.9 iv) Designated Area Application</li> <li>3.10)                 <ol style="list-style-type: none"> <li>a) Community Land Trust Workshop Dates</li> <li>b) Letter to Col. Morton</li> </ol> </li> <li>4) ToR New Committee Members</li> <li>7) Development Boundary lines</li> </ol> </li> <li>4. Consultation Process. Report back from 3rd consultation</li> <li>5. Schedule and things to be getting on with</li> <li>6. Publicity - discussion and update</li> <li>7. Finance</li> <li>8. AOB and Date of Next meeting</li> </ol>		

No.	Item	Action By & Due
2	<p><b>Minutes of Last Meeting</b> Minutes were approved by all present as a true record. Mary to add Anne Nicholas to email circulation list again after missing off for agenda mailout.</p>	<b>MM</b>
3	<p><b>Matters Arising:</b></p> <p><b>3.9 iv) Designated Area Application</b> Receipt acknowledged from WCC as 1st June. Following intervention from Councillor Brian Matthew, we have had assurances that process is underway and will be completed shortly. No requirement for 6 week consultation period, but we will have to display notice of the application in public places. WCC to send materials to advertise with.</p> <p><b>3.10)</b></p> <p><b>a) Community Land Trust Workshop Dates</b> Workshop booked for Wednesday 19th July. 12:30 onwards including lunch. Venue Colerne Liberal Club. Jane to be in contact to invite some members to earlier tour of the estate.</p> <p><b>b) Letter to Col. Morton</b> Jane explained she had written to Col. Mike Morton at Azimghur to establish a formal link and read a handwritten response from Col. Morton, acknowledging receipt and stating he was awaiting further guidance before responding more fully.</p> <p>Jane confirmed she has asked Councilor Brian Matthew to confirm who we need to talk to in the Army Estates Disposals. Following Brian Matthew's suggestion of PV arrays on airfield (at first public consultation), Jane has contacted to explain that this can only be an option for the NP if the public consultations lead in that direction. Bob Jones has contacts to check feasibility of PV arrays on airfield if public interest is shown.</p> <p><b>4) ToR New Committee Members.</b> So far no specifics on new members. Bob Jones proposed new wording to clarify process. All present agreed new wording, Mary to amend ToR accordingly.</p> <p>It was noted that the meeting had a smaller than usual attendance at eight people. ToR advises that 8 people constitute a quorum, so meeting was valid. It was clarified that in future, meetings of less than eight people would be able to discuss items and be minuted but no decisions could be taken.</p> <p>Discussion regarding CT joining the steering group. All present agreed CT be invited to join as a member. After joining the meeting later, CT accepted and will be added to directory and mailing list of Steering Group Members by Mary Mellett.</p> <p><b>7) Development boundary lines</b> After studying the map of Parish development boundary lines it was noted that the orange boundary lines were the area by Rec. This land now has an agency with expression of interest in purchase and development. Mary to resend housing needs survey to all SG members.</p> <p>Bob Child and Bob Jones have been colour coding the rural land in the Parish. Colour coding of ownership under way 75% complete. Also identifying woodland and agricultural land. It was noted that it is important to consult with landowners as soon as</p>	<p><b>JM</b></p> <p><b>MM by next meeting</b></p> <p><b>MM by next meeting</b></p> <p><b>MM</b></p> <p><b>BJ, BC</b></p>

	possible as most of Parish is agricultural land. Agreed it would be useful to also identify public open spaces, such as Frank's Wood.	
<b>4</b>	<p><b>Consultation Process. Report back from 3rd consultation</b></p> <p>Hilary reported back about the 3rd consultation which she has documented in a report. Mary to send report to Bob Child for adding to website. Many similar themes throughout consultations. Generally: affordable homes sought, no big developments wanted. Hilary explained there was a long discussion on single people's accommodation as Lucknam Park and Euridge need staff but can't find accommodation.</p> <p>If numbers at consultations remain similar, should have had around 70 people attending public consultations in total.</p> <p>Suggestion of a presentation from consultations showing our findings. Hilary Holman to author. Hopefully ready for the Clubs and Societies consultation on 1st July.</p> <p>Five groups identified as in need of reaching out to for further consultation:</p> <ol style="list-style-type: none"> <li>1. Young People. Choices way of involving young people. Anne to send Mary Claire's details. Need to find out their hopes for the future and how many of them would like to stay in the Parish. Jumping Jacks will be attended for a consultation. Mary to finalise with Julie Bright. Option to send out notices with book bags, or put gazebo up in school.</li> <li>2. Older people. Luncheon Club could be attended</li> <li>3. 'JAMS', busy people who are stretched for time and resources. Including some at North Colerne and barracks. Door to door survey could help here.</li> <li>4. Businesses and service providers - separate parallel process, possibly more of a research project. Village plan had a list of businesses, Jane to ask Ray Barker about getting the list. Business development could be more of a research model rather than the standard consultation process. Need to gather the information of people who run businesses but live outside of the village.</li> <li>5. Landowners (including military). Designated area approval will mean we can progress with consulting with the camp.</li> </ol> <p>It was acknowledged that 'no development' is not an option for the NP. Therefore we need to explore the potential for mixed development and organic growth. Holt NP a good example of this. George showed Contemporary Vernacular Design book which has 25 case studies of sensitively designed homes which create a sense of place and complement their surroundings. Wiltshire Council has a register of people seeking self build plots. Community Land trust training will inform more on other options.</p>	<p><b>HH. 1st July if possible</b></p> <p><b>AN</b></p> <p><b>MM</b></p> <p><b>JM</b></p>
<b>5</b>	<p><b>Schedule and things to be getting on with</b></p> <p>It was suggested that research could be started soon, for example, what housing costs are. Possible research on the natural environment suggested, George B to enquire with Eco Sulis about costs and options for a biological diversity profile of the Parish. The schedule authored by Peter Brookes has a list of other</p>	<b>George B</b>
<b>6</b>	<p><b>Publicity</b> - Discussion and update. CT to leaflet Thickwood about the consultation. Parish magazine article every quarter. One to appear in July, next to appear October. October could feature a round up of the consultations. Leaflet shown to be most successful way of getting people to attend consultations. Mary to work on Facebook page for NP group.</p>	<p><b>CT</b></p> <p><b>MM by next meeting</b></p>
<b>7.</b>	<p><b>Finance</b></p> <p>The existing 'My Community' government funding will run out at the end of 2017/18, not clear yet what will replace the current scheme for 2018/19. Funding is in advance</p>	

	<p>for up to 6 months only, no retrospective costs funded. Hope to apply for August, for funding up to March. Bob Jones to call other local Neighbourhood Plan groups to ask how they have approached funding. This application of funding will not cover writing of the plan. Housing needs survey and processing could be funded.</p> <p>Centre for Sustainable Energy run a training session we could apply for funding for.</p>	<p><b>JM, PB, BJ By August Meeting</b></p>
8	<p><b>AOB and Date of Next meeting 20.07.17</b>  Bob Jones informed that he had read an interesting report in the Gazette which highlights the case for why NPs are needed to stop individual Planning Inspectorates overturning planning decisions. Bob to write a report on the article, Mary to distribute.</p>	<p><b>BJ, MM</b></p>