

**MINUTES OF MEETING 17.08.17**  
**Colerne Neighbourhood Plan Steering Group**

Date	17.08.17	Time Location	7.30 - 9.30 pm Colerne Old School
Present	Bob Jones Anne Nicholas Jane Mellett Jacqui Bradburn Mary Mellett Bob Child Tom Hall George Batterham	Apologies	Peter Foskett Peter Mellett CT Crabbe Hilary Holman Steve Ayres Gary Brain
Next Meeting	Colerne Old School 17.08.17	Chair: Recorder:	Jane Mellett Mary Mellett
Agenda	<ol style="list-style-type: none"> <li>1. Apologies</li> <li>2. Minutes of Last Meeting (20.07.17)</li> <li>3. Matters Arising: <ol style="list-style-type: none"> <li>1. Beverley Youdin joining as Member of Steering Group</li> <li>4. References for Place Studio</li> <li>8. Satellite dishes at Azimghur barracks</li> </ol> </li> <li>4. Discussion on Future Works</li> <li>5. Discussion on way forward re CLT</li> <li>6. Report back from meeting with Brian Mathew</li> <li>7. Meeting with WCC Strategic Planning personnel re the process for the future of the airfield and barracks</li> <li>8. Completed application to Locality for first £9000</li> <li>9. AOB and Date of Next Meeting (21st September)</li> </ol>		

2.	<b>Minutes of Last Meeting</b> (20.07.17) Minutes approved.	
3.	<p><b>Matters Arising:</b></p> <ol style="list-style-type: none"> <li>1. <b>Beverley Youdin joining as Member of Steering Group</b> - Jane fed back that Beverley Youdin has decided not to join the Steering Group, because she was unsure about her contribution to the group at this time, but could be involved at a later date. It was decided that we should continue to invite new members, to maintain the balance of PC and non PC members (ToR state that Parish Councilors should not total more than one-third of the Steering Group). Procedure for new membership is outlined in the ToR.</li> <li>2. <b>References for Place Studio:</b> Bob Jones contacted 3 current clients of Place Studio, all with satisfactory outcomes, so references support the hiring of Place Studio. All three said they got value for money.</li> <li>8. <b>Satellite dishes at Azimghur barracks</b> Peter Mellett produced a report detailing research into the nature of the satellite dishes at the camp and their possible effects on future development. The report was well received. All present agreed it could form part of the evidence base for the NP.</li> </ol>	
4	<p><b>Discussion on Future Works</b></p> <p>The 'Toolkit' documents from Place Studio were discussed. It was agreed that the results of the research will form evidence to go towards justifying the NP. It was explained that a report should be written for each 'Toolkit' heading. It was felt that the reports may not be finished by end of September, as suggested by PS, but they should be completed as soon as possible, ideally before the timetabled activities linked to Locality Funding begin. Agreed that this is mainly an exercise to record what is here now. If possible it should be factual, without value judgements or weighting of findings.</p> <p>Work was allocated as follows:</p> <ul style="list-style-type: none"> <li>- <b>Local Green Spaces:</b> Tom Hall, with Mike Rogers to be asked to assist</li> <li>- <b>Community Facilities:</b> Anne Nicholas with Peter Brookes to assist</li> <li>- <b>Housing sites:</b> Sue Jones, with Bob Jones to assist</li> <li>- <b>Key views:</b> Bob Child, plus hopefully Historic Society and Walking group.</li> <li>- <b>Character and design:</b> George Batterham with Jane Mellett to assist</li> <li>- <b>Renewable Energy:</b> Steven Ayres and CT Crabbe</li> </ul> <p>Other SG members not present to be allocated to further support the groups according to their interests. Two further topics were identified for further research: Transport and Employment.</p> <p>A discussion was had on the meaning of the word 'design', as concerns were raised that the NP could be overly prescriptive about individual building features. The group reached consensus that a positive focus for detailing 'design' in research and the NP would be the wider 'macro' making of place rather than small design features of each building.</p>	<p>TH AN, PB SJ, BJ BC GeorgeB, JM SA, CTC</p>
5	<p><b>Discussion on way forward re Community Land Trust</b></p> <p>The report from Ian Crawley, from the CLT Network, was reviewed. The report suggested that the group is not ready to pursue a Community Land Trust at this stage. Land availability and evidenced housing need are two key factors for progressing further.</p> <p>It was agreed that a CLT is not needed to complete a NP, but perhaps is needed to implement some of the points of a NP, especially affordable housing. If the NP identifies housing need not met by market, then it can state that a method of providing for the need would be the creation of a CLT. It was agreed that the CLT is a possible tool that could be recommended as part of the NP, but it would be a separate</p>	

	<p>organisation. Agreed to await further evidence or opportunities to present before further action taken. At such a time that land becomes available as part of the NP process SG could facilitate or encourage the creation of a CLT.</p> <p>George B suggested that the fields by the airfield could be further investigated as a likely site for CLT housing.</p>	
<b>6</b>	<p><b>Report back from meeting with Brian Mathew</b></p> <p>It was reported that the informal meeting in August with SG members and Councilor Brian Mathew was positive. Although views on the future of the airfield not necessarily the same, there was enthusiasm to work together in the interests of the Parish and NP. Brian already given help with links and contacts into WCC and DIO.</p>	
<b>7</b>	<p><b>Meeting with WCC Strategic Planning personnel re the process for the future of the airfield and barracks</b></p> <p>It was confirmed that the PC is to meet with WCC Strategic Planning on 24th August. Although Jane had requested attendance at the meeting, Jacqui felt that the meeting should be Parish Councilors only. The meeting was requested following assertions by Sheila Parker, in a May 2017 local election campaign flyer, that the sale of the airfield had been moved back from 2018. Bob Jones, who will attend the meeting with Jacqui, confirmed he would emphasise the necessity of community involvement in any Masterplan from the beginning of the process. PC to report back to SG on the meeting.</p> <p>Jane confirmed she and Peter Brookes are meeting with WCC link officer Simon Smith on 24th August. Suggested questions include asking if the criteria of the Housing Needs Survey can be adapted to ensure it is more thorough than the previous one. Unknown if Place Studio are to attend. Further suggestions for questions for Simon Smith can be emailed to Jane.</p> <p>George reported back following his attendance at a WCC consultation event on the draft Wiltshire Housing Site Allocations Plan which includes changes in the development boundaries for Colerne Parish. George to email information about changes, sent to him by WCC, to Jane.</p>	<p><b>JB, Next SG Meeting</b></p> <p><b>Any SG member - by email before 24.08</b></p> <p><b>George B</b></p>
<b>8.</b>	<p><b>Completed application to Locality for first £8.900</b></p> <p>Thanks conveyed to Peter Brookes for preparing and submitting the application - huge amount of work gone into it. Peter confirmed that the application had been submitted on 10th August and expects an answer within 10 working days. It doesn't include the extra £6000 funding for 'complex situation' that the group could apply for at a later date.</p>	
<b>9.</b>	<p><b>AOB</b></p> <p>Jacqui reported that the PC Clerk Glenys Gill had received speculative phone calls from potential purchasers of the airfield. PC's standard advice to enquiries is that interest should be registered with the MOD and planning department. As PC is not in a position to deal directly with individuals, it was felt that the SG may wish to liaise with interested parties to gain information on possible scenarios for the future of the Airfield.</p> <p>Agreed that PC Clark, Glenys Gill, will pass on future enquiries to Jane. SG to be welcoming of enquiries and encourage conversations that may provide useful research for the NP. Expectations to be managed when speaking with people and made clear that the NP's role will be to listen and not promise anything. Jacqui emphasised that as the Airfield is unique in it's scale and potential, so what we put forward as questions to the Parish needs to be general enough to include future ideas as well as offers that are presented before writing.</p>	<p><b>PC Clark Gleny Gill (MM to email GG)</b></p>

<p>Jane reported that Steven Ayres had contacted her to declare a personal interest in the future of the Airfield. Although Steven has no financial interest, he is networking with individuals who are researching investing to keep the airfield open for flying. The meeting agreed that providing conflicts of interest do not unduly influence decision making, they shouldn't prohibit membership to the SG. Therefore, the meeting encouraged Steven's continued involvement. Jane confirmed that Steven will be meeting with a potential investor on 1st September. The individual is one of several ex-servicemen and aircraft enthusiasts who are interested in buying the airfield to, amongst other ideas, continue flying on the site and build a visitor's centre. It seems that the potential investor is already in contact with Wendy Ivess-Mash, Deputy Head of the DIOs Acquisition &amp; Disposal department. It was agreed that Steven should reveal that he is a member of the Colerne NPSG at this meeting.</p> <p>It was also reported that Steven Ayres had written (as a parishioner) to the PC to suggest that they not object to WCC's plan to remove the hangar development on the edge of the airfield from the Development Boundary. At their last meeting, the PC agreed to uphold Steven's request, whilst requesting that Thickwood and along Doncombe Lane to Pinewood be reinstated Jane welcomed the decision and reported that Jeff Bishop from PS had advised it would give the SG more time and flexibility for preparing the NP.</p> <p><b>Date of next meeting: 21st September</b></p>	<p><b>SA 1.09.17</b></p>
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