

Minutes of the Meeting of the Pirton Neighbourhood Plan Steering Group held on 30 November 2015 at the Pirton Village Hall.

Members in attendance: Diane Burleigh(Chair,) Jonty Wild (Deputy Chair,) Tom Gammell, Ann Webb, Gil Burleigh, Michael Goddard.

Public Participation: No members of the public attended. Diane Bailey Chair PPC attended for items 5,6 and 7

1. Apologies for Absence

Jill Stuart

2. Declarations of Interest

There were no new declarations

3. Minutes of the Meeting Held on the 9 November 2015

These were approved after a proposal by NP seconded by MG

4. Matters Arising and Actions Taken (if not on the agenda)

DB confirmed that she had written to Clare Skeels and asked for a digital copy of the map for Pirton.

5. Draft Neighbourhood Plan

JW had made excellent progress on formatting the draft NP (version7) and this had been circulated shortly before the meeting .Amendments has been made in the light of comments at the previous meeting. More maps and photographs would be needed. DB asked for observations and comments as soon as possible. She had considered carefully JS's point on the section "Strategic Plan" but felt that the wording had to remain technical in order to demonstrate that the NP met certain requirements. The audience for this part of the Plan is the Examiner rather than the community. She reminded the SG that this would be the last time to make improvements before it went to the PPC. The document still contained some information gaps that would be filled. She drew attention to the need for some advice in the light of new housing legislation being introduced in Parliament. It was thought that Alex Munro could advise on this. JW asked for comments on the formatting. AW reminded the meeting of the need for a definition in the document of "small, medium and large" development. TG identified a need to be consistent in how "the Questionnaire" is described., and noted that the average density of housing is 16 to the hectare. DB noted that the section on "Design and Character" formed part of the Housing Theme. There followed a discussion on the approach to Monitoring the NP and its usage and usefulness, which will be a matter for the PPC. All agreed it was important to make it a straightforward part of the work of the PPC and not to make it an additional burden. AW has forwarded to the Chair of the PPC some exemplar monitoring policies from "made" Neighbourhood Plans.

Before the meeting MG had raised a question on the issue of 30 houses per development. It was recognised that this figure could not apply to any current applications which are likely to be decided before the NP is made.

6. Character Assessment

GB had circulated the Character Assessment for consideration. He drew attention to the following:

The need to ensure that the policies in the VDS are appropriately incorporated into the NP, not merely listed in the Character Assessment
The position on the Visual Character Areas and the need for new ones, particularly if the village boundaries are to be changed.

JW will continue to work on formatting; more maps and photographs are required, and although the document will remain a long one, the formatting will help to reduce the current number of pages. DB suggested that when the maps and photos are included the document should be put on the web site and comments invited, so that the community will have input to this as well as to the NP itself, and will be better informed when considering the draft NP at pre-submission stage. This was agreed.

7. Forward Planning

There was considerable discussion about next steps. Diane Bailey kindly invited DB to give a presentation to the PPC at their meeting on the 10 December. DB will write an introduction to the draft NP for Parish Councillors, and follow this after the presentation with the full draft NP. This will give JW time to work further on the formatting. At the same time a copy will be sent to adviser Alex Munro. Diane Bailey will look to arrange a meeting of the PPC with DB for the purposes of feedback. The draft NP will be finalised in the light of that feedback, and copies sent to the NHD for information and comment; and to our District Councillors for information.

The discussion then turned to the mechanics of the pre-submission consultation by the PPC. A form will be devised to aid feedback. If Locality gives enough by way of grant, each household will receive a copy of the draft NP. Otherwise copies will be available in strategic places, as well as on the NP website and other Pirton websites. The supporting Character Assessment will be available on the website.

The next PPC newsletter is all about Neighbourhood Planning so DB and AW will include information about the planned consultation in the newsletter.

Concern was expressed at the possible delays after the pre-submission consultation. The comments received from the community will need to be considered and the draft NP amended accordingly. Alex Munro should have a look at any changes. The NP then goes to the NHDC. There is no specific process; current processes involve both Cabinet and Council meetings. DB will write to Clare Skeels of the NHDC to ask what she

needs from us to get the draft NP before the NHDC; and ask for a meeting to discuss this.

8. Liaison with PPC, NHDC and other bodies

TG reminded the meeting that he and AW make a report to the PPC at each of the PPC meetings, and that for some considerable time the PPC Chair has endeavoured to attend our meetings. TG is contacting Clare Skeels for information on the cost of undertaking a Strategic Environmental Survey. It was agreed that CS should be sent a copy of Version 7 of the NP and the Character Assessment and arrange a meeting to discuss the documents.

9. Working Group Reports

The Website: agreed it needs some new items on there. DB will do a quick update for it.

Facebook: AW reported that 5 new members had joined. The Facebook page will also carry the update. JW had received the invoice for the next payment for the web site hosting. This will be paid from the PPC grant. TG will liaise with JW on this.

Evidence Base: AW and TG will look to update the schedule.

Public consultation: TG will make enquiries of the Village Hall with a view to booking for an evening consultation at pre-submission stage.

10. Finance Report

TG reported that the PPC had agreed to continue its grant of £500 into the 2016 budget. He will put in the grant application soon, even if he has not heard from Clare Skeels re the SEA costs.

11. Latest Update on NHDC Local Plan etc

There was nothing to report.

12. Date and Time of next meeting

4 January 2016 at 8pm at the Village Hall.

13. AOB

There was no AOB