

Minutes of the Meeting of the Pirton Neighbourhood Plan Steering Group held on 8 February 2016 at the Pirton Village Hall.

Members in attendance: Diane Burleigh (Chair), Tom Gammell, Ann Webb, Gil Burleigh, Nick Parkin, Lorna Sexton.

Public Participation: No members of the public attended

1. Apologies for Absence

Jonty Wild, Michael Goddard

2. Declarations of Interest

None were made

3. Minutes of the Meeting Held on the 4 January 2016

These were approved after a proposal by TG seconded by NP

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

DB reported that she and AW had met with Officers of the NHDC, a full report would follow later in the agenda.

GB had completed his work on patterns of housing growth in the village.

AW and TG were working on the document which will describe consultation with the community and others and on the Evidence Base; AW, DB and AW's daughter have been working through more statistics on housing numbers, some of which have already been incorporated into the draft before the meeting. NP reported that he had spoken with the Ordinance Survey. They confirmed to him that our use of OS maps will not breach copyright provided that the provider (NHDC, HCC etc) writes to say the map has been given for the specific purpose of use in the Neighbourhood Plan.

5. Draft Neighbourhood Plan

DB apologised for the lateness of the draft for consideration. She went through the salient point of the changes. The SG members will look again to see particularly if there are any areas that require more evidencing.

AW raised the issue of the relevant language to be used to describe the housing limitation of 30 houses "per development". DB will ask the planning consultant about this.

6. Character Assessment

GB had circulated the latest draft on historic housing growth. There were no comments on it. DB confirmed that she would now "edit" the Character Assessment prior to formatting.

7. Forward Planning

DB asked the meeting for dates that would be convenient for meeting with the PPC to discuss the next version of the NP. Taking in to account the urgency of the timetable for the pre-submission consultation, the week of the 22 February was suggested. DB will contact Diane Bailey. Before then, DB will finalise the draft NP and TG and LS will proof read it. There was some discussion about formatting. DB will speak with JW. TG offered to do a "holding job" on

formatting if JW unavailable. The meeting also discussed the need now to write and design an information leaflet and draft letters re the pre-submission consultation. DB will do the first draft.

8. Liaison with PPC, NHDC and other bodies

DB and AW reported on their very constructive meeting with NHDC officers. A full note will be circulated once it is agreed with the NHDC.

DB reported on the very good meeting with the PPC. All those who attended agreed. The comments from PPC members have been addressed in the latest draft NP.

DB reported that she had given a presentation to the Preston Parish Council on Neighbourhood Planning.

9. Finance Report

TG reported that Locality had approved the application for funding in the sum of £4575. The application details are now with "Groundwork", the body that monitors the expenditure of the grants. The grant provides for advice from the planning consultant; printing of leaflets and draft NP for the pre-submission consultation; and for meeting costs. TG reminded the meeting that the PPC has also budgeted £500 for NPLanning for the financial year 2016/17. All monies under the new grant must be spent or invoiced by 31 March. A further application to Locality can be made at the beginning of the next financial year (1 April).

10. Maps

DB will circulate a list of the that the SG has for the NP and Character Assessment and a list of those she has identified that are still needed. She invited the SG to think about any additional maps as they consider the draft NP and Character Assessment.

11. Working Group Reports

The Website no report

Facebook: no report

Evidence Base: reported at above

Public consultation: see above

12. Constitution Issue

DB reminded the meeting of JW's point, raised at the end of the last meeting, that the SG is now down to its minimum size. To avoid the need for hasty co-options should a member leave; JW proposed that the minimum number be reduced to 6. After a brief discussion, it was agreed that at this stage of the NP process, a reduced minimum number would not be harmful to community involvement or transparency. On a proposal by TG seconded by LS it was agreed to reduce the minimum number of the Steering Group to 6 and the quorum to be 4.

Constitutionally this will need to go on the next agenda for ratification.

13. Update on NHDC Local Plan etc

There was nothing to report.

14. Date and Time of next meeting

7 March 2016 at 8pm at the Village Hall.

15. AOB

AW and TG would like advice from the planning consultant on how any decision to schedule part of the Priors Hill development site could affect the NP's proposed boundaries. After a brief discussion, DB will do this.