

Minutes of the Meeting of the Pirton Neighbourhood Plan Steering Group held on 7 March 2016 at the Pirton Village Hall.

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

Public Participation: No members of the public attended. Diane Bailey Chair PPC attended.

Jonty Wild took the Chair until the arrival of Diane Burleigh at 8.15pm.

1. Apologies for Absence

Michael Goddard, Nick Parkin, Ann Webb

2. Declarations of Interest

There were no new declarations

3. Minutes of the Meeting Held on the 8 February 2016

These were approved subject to 2 amendments:

- Item 9 – Finance Report - £5000 should read £500.
- Item 12 – Constitution Issues – “it was agreed to reduce the minimum number of the Steering Group to 6.” should read “it was agreed to reduce the minimum number of the Steering Group to 6 and the quorum to be 4.”

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

(5) DB confirmed that regarding more evidence. DB had not asked the planning consultant re the use of words “per development”.

(6) DB had only received some comments the previous evening. The matter is on the agenda for this meeting.

(7)DB confirmed that TG and LS had completed the proof reading of the draft NP, and she thanked them for their work. The new draft is on the agenda.

(8) DB noted that the record of the meeting with NHDC staff is attached to the agenda.

(10) DB had omitted to circulate a list of maps. However, the focus has been on getting maps from the NHDC.

(12) The constitution amendments discussed and agreed at the last meeting were unanimously accepted. JW is to amend the constitution.

(15) DB had decided against incurring more cost with the planning consultant, because, on reflection, the proposed scheduling of part of the Priors Hill development site would make no difference to the proposed boundary in the NP, unless the PNPSG wanted it to. Additionally, the community will be able to comment.

5. Draft Neighbourhood Plan

The latest text draft was before the meeting. DB pointed out that TG is going a list of abbreviations and a glossary for the appendices. Derek

Webb has kindly produced a consultation copy, subject to further amendments suggested at the meeting.

Considerable time and care was taken to discuss each paragraph in the draft. A number of minor amendments were made to the text to improve clarity, and increase consistency. Amendments were agreed to Policy PNP2.3 and 2.4 to make greater reference to the height of buildings; to PNP5 to introduce a policy to encourage the retention of existing trees; and to Policy 12.3 to introduce greater clarity over traffic calming measures.

6. Character Assessment

The latest version of the Character Assessment had been circulated in advance of the meeting. There followed a discussion concerning the length of the document, and the element of significant overlap between the text in the main body of the document, and in the more detailed Appendices. It was agreed that such duplication was inevitable; that the information was a valuable resource for the community regardless of its use to support the Neighbourhood Plan. There was also overlap with the text and appendices in the Neighbourhood Plan. Although it was agreed that this might be inevitable, DB said she would look at this.

The meeting then considered the outstanding questions put by the planning consultant. A number of trees and groups of trees were suggested for specific mention including those in St Mary's churchyard; and items of "street furniture" were also identified including the War Memorial and the post box on the corner of High Street and Cromwell way. The new Visual Character Areas were agreed.

7. Forward Planning

DB noted the need to agree a date with the PPC to go over the draft NP. 3 dates were suggested which Diane Bailey will put to the PPC members. DB had circulated in advance (a) a draft letter to statutory consultees; (b) a draft notice for the website on the pre-submission consultation which could also be used as an information leaflet; and (c) 2 exemplar response forms used by other NP Steering Groups. The letter and notice were agreed, with the pre - submission consultation to commence on Monday 4 April; and the format of the response form was agreed. JW will produce a next draft of the response form.

After a brief discussion, TG agreed to contact the Village Hall to book a date for a consultation evening with the community.

8. Finance Report

TG confirmed that the grant from Locality is banked with the PPC. He and the Clerk to the PPC had arranged payment of the invoice submitted by Alex Munro.

10. Date and Time of next meeting

4 April at 8pm at the Village Hall.

11. AOB

There was no AOB