



27 May 2021

To Steering Group Members:

Cllr Clare Cape	Ross Henning
Cllr Robert Giles	Jack Konynenburg
Cllr Nick Murry (Chairman)	David Mott
Cllr Mary Norton	Steve Perry
Cllr John Scragg	Dunstan Westbury
Cllr Matthew Short	Fiona Williams

Meeting of the Neighbourhood Plan Steering Group

Dear Steering Group Member,

You are invited to attend a meeting of the **Neighbourhood Plan Steering Group** which will be **held remotely** via Zoom on **1 June 2021** commencing at **6pm**, with a log in time of **5.45pm**.

The meeting can be accessed by the following link, or ID and password:

Yours faithfully,

Andy Conroy
Planning Officer

Agenda

Neighbourhood Plan Steering Group Meeting - 1 June 2021, 6pm, Remote Meeting
(via Zoom)

1.	<u>APOLOGIES FOR ABSENCE</u>
2.	<u>DECLARATION OF INTEREST</u> All Members of the Steering Group are reminded to declare any pecuniary or non-pecuniary interests they may have, in accordance with the Town Council's latest approved Code of Conduct
3.	<u>PROTOCOL FOR VIRTUAL MEETINGS OF THE NPSG</u> To note, and to apply, the Protocol to this virtual meeting (copy attached)
4.	<u>MINUTES</u> To approve as a correct record and to sign the draft minutes of the meeting held on 6 April 2021 (copy attached)
5.	<u>CHAIRMAN'S ANNOUNCEMENTS</u>
6.	<u>LOCATION OF FUTURE NPSG MEETINGS</u> With respect to the location of future NPSG meetings (assuming there are no COVID-19 restrictions from 21 June 2021) to agree whether these meetings should: a) Be held online b) Face to face meetings at the Town Hall c) Alternating format between a) and b)
7.	<u>FEEDBACK FROM WILTSHIRE PLANNERS MEETING</u> Chairman/Planning Officer to verbally update Steering Group Members on key points of meeting with Wiltshire Planners on 12 May 2021: - Comments on Draft Plan - Neighbourhood Area application - SEA/HRA screening - LGS designation Copy of meeting notes attached
8.	<u>CONSULTANT COMMISSIONING</u> Planning Officer to verbally update Steering Group Members on commissioning of Ice House Design for formatting/design of Neighbourhood Plan documents, Pear Mapping for producing OS maps, and Community First Wiltshire for administering the Regulation 14 public questionnaire
9.	<u>DESIGN/FORMAT OF NEIGHBOURHOOD PLAN</u>

	To agree the design/format grid structure of the Neighbourhood Plan documents as per the sample prepared by Ice House Design (copy attached)
10.	<p><u>REVISIONS TO DRAFT PLAN</u></p> <p>To agree changes to the Draft Neighbourhood Plan (Version 5), which has been revised by the Planning Officer.</p> <p>Main changes to the Plan include:</p> <ul style="list-style-type: none"> • Deletion of Residential Uses Within The Town Centre policy and text • References to primary/secondary frontages deleted in Town Centre Introduction • Addition of LGS adjacent Long Close/Hardens Mead • Standardisation of footnotes • Acknowledgements section • Addition/removal of photos <p>Links to clean and track changes versions of the document are below:</p>
11.	<p><u>OUTSTANDING ITEMS FOR NEIGHBOURHOOD PLAN DOCUMENTS</u></p> <p>To note and action the outstanding items which need to be resolved in order to progress the Neighbourhood Plan documents, as set out in the Outstanding Items for Neighbourhood Plan Documents Report (copy attached)</p>
12.	<p><u>REGULATION 14 POSTER/FLYER</u></p> <p>To agree the A4 poster/A5 flyer for Regulation 14 public consultation (copy attached)</p>
13.	<p><u>OUTSTANDING ITEMS FOR REGULATION 14 CONSULTATION</u></p> <p>To note and action the outstanding items which need to be resolved in order to progress to Regulation 14 public consultation, as set out in the Outstanding Items for Regulation 14 Public Consultation Report (copy attached)</p>
14.	<p><u>ITEMS FOR NEXT MEETING</u></p> <ul style="list-style-type: none"> • Report back on Outstanding Items for Neighbourhood Plan documents • Report back on Outstanding Items for Reg 14 Consultation • Questionnaire for Reg 14 Consultation
15.	<p><u>DATE/TIME OF NEXT MEETING</u></p> <p>6 July 2021, 6pm</p>