

	<p>and The Housing Delivery Test at this meeting. Members who are interested in attending either meeting should contact AC.</p> <p>ACTION: AC to forward details of WALPA meetings to interested Members</p>
204.	<p><u>DESIGN/FORMAT OF DRAFT PLAN</u></p> <p>AC updated Members on a few design/format tweaks required for the Draft Plan which was circulated before Christmas. Ice House Design have since sent a revised version which addresses these issues.</p> <p>Members agreed the design and format of the draft plan, but with further consideration required regarding front cover design.</p> <p>AC passed on SG Member David Mott’s (DM) query regarding whether the document could be hole-punched given the narrow left-hand margin.</p> <p>AC confirmed the single page spread version of the Draft Plan is envisaged to be the electronic version which is read online and the double page spread version is envisaged to be the printed version.</p> <p>ACTION: AC to liaise with Ice House Design on document margins</p>
205.	<p><u>FRONT COVERS</u></p> <p>AC showed Members the Cover Options for the Draft Plan, the Conservation Area Character Appraisal and the Shopfronts Design Guide.</p> <p>AC explained Ice House Design’s rationale behind having the dark shading on the front cover. Members were concerned that the dark shading and its size detract from the photograph behind, and put forward suggestions to resolve this, such as moving the shading line downwards or grading the colour. LN recommended asking Ice House Design to create alternative versions which consider these concerns.</p> <p>In terms of the Draft Plan, Members agreed to use Cover Option 5, a skyline image which gives a wider view of the town with the countryside visible in the background.</p> <p>In terms of the Conservation Area Character Appraisal, Members agreed to use Cover Option 2, an image of houses along St. Paul’s Street.</p> <p>In terms of the Shopfronts Design Guide, Members agreed that the best image out of all options was Cover Option 3, an image of the High Street, depicting multiple shops on both sides with people walking both ways. AC passed on SG Member Fiona Williams’ (FW) concern regarding whether the Group would require permission from the people photographed to use the image in the document. LN confirmed that because the photograph was taken in a public place, there would be no issues in terms of GDPR but noted the possibility of individuals disapproving of the Group using the image. AC/LN to look at whether the photograph could be altered to provide more privacy.</p>

	<p>AC informed Members that front cover photographs are still required for the Tree Planting Guide and Chippenham Design Guide and suggested hiring a professional photographer to take the remaining photographs which would need to be high resolution. The Chair noted he would send AC some possible photographs for the Tree Planting Guide. JK volunteered to send AC some examples of recent well-designed housing development in Chippenham that could be used for a front cover image for the Chippenham Design Guide.</p> <p>ACTIONS:</p> <ul style="list-style-type: none"> • AC to inform Ice House Design of the Group's front cover choices and feedback to the Group with revised versions at the next meeting • Chair to send AC photographs for the Tree Planting Guide • JK to send AC some examples of well-designed housing for Chippenham Design Guide front cover • AC to check resolution of photographs from SG Members
206.	<p><u>OUTSTANDING ITEMS FOR NEIGHBOURHOOD PLAN DOCUMENTS</u></p> <p>AC noted that revisions/tidying up of Topic Papers, liaising with Ice House Design on design/formatting of NP, instructing and liaising with Pear Mapping on OS Maps and the Non-Technical Summary are still outstanding items. AC confirmed he should receive the Design Guide back from Ice House Design in the week commencing 17 January.</p>
207.	<p><u>OUTSTANDING ITEMS FOR REGULATION 14 CONSULTATION</u></p> <p>AC noted that there are no updates to the list of outstanding items, with most items requiring completion closer to the time of Reg. 14.</p> <p>RH enquired about the three items which are 'to be decided' on the list and highlighted the importance of connecting with young people. AC noted these were desirable items but highlighted resourcing constraints and advised that their completion should not delay going to the Reg. 14 Consultation. AC noted he would be able to liaise with the Youth Council but he may need Members to lead on school presentation workshop and public information point stall if desired.</p> <p>Regarding liaising with schools, RG recommended sending an email to the headteachers of the three secondary schools and asking them which method would be best to communicate the message to young people. The Chair suggested creating a short Powerpoint presentation which could be used for different events and noted that the Group should revisit these three outstanding items. CC noted Presentations could be delivered on Zoom so long as slides clearly explain how people can feedback their thoughts.</p> <p>The Group agreed to revisit the 'desirable items' on the list at either the next meeting, or on commencement of Regulation 14 consultation.</p>
208.	<p><u>LOCAL GREEN SPACES (LGS)</u></p> <ul style="list-style-type: none"> • Members agreed to the revised boundary of LGS B - Baydons Wood, Baydons Meadow and Long Close further to discussion with Chippenham Borough Lands Charity.

	<ul style="list-style-type: none"> Members discussed the response received from Wiltshire Council Head of Estates requesting further time for review of LGS and requesting a discussion to explain rationale for future responses. Members agreed to an extension of time but that the response back to Wiltshire Council should explain time is running out and seek to draw out the Council's early position regarding LGS and whether they are suggesting making any radical changes to the Neighbourhood Plan's LGS proposals. Any changes received from Wiltshire Council can alternatively be made after the Reg. 14 Consultation. AC reported he was due to hear back from Greensquare on proposed Allington Way LGS in January.
209.	<p><u>ITEMS FOR NEXT MEETING</u></p> <ul style="list-style-type: none"> Report back on Outstanding Items for Reg. 14 Consultation and agree consultation dates Agree Non-Technical Summary Agree design and format of Chippenham Design Guide Revised front cover options
210.	<p><u>DATE/TIME OF NEXT MEETING</u></p> <p>02 February 2022, 6pm, virtual meeting</p>
	<p>The meeting finished at 6.56pm</p>