

# Public Document Pack



**CHIPPENHAM  
TOWN COUNCIL**  
Improving the quality of town life



**CHIPPENHAM  
NEIGHBOURHOOD  
PLAN**

1 September 2022

To Neighbourhood Plan Steering Group Members:

Clare Cape	Nick Murry (Chair)
John Scragg (Vice-Chair)	Matthew Short
Ross Henning	David Mott
Jack Konynenburg	Steve Perry
Dunstan Westbury	Fiona Williams
Declan Baseley	Robert Giles

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 virtually using the Zoom platform on **Tuesday 6 September 2022** commencing at **6.00 pm**, with a log in time of 5.45pm.

Meeting details will be circulated to Steering Group members only.

Yours faithfully,

Mark Smith MBA LLB (Hons) CMgr FCMI FSLCC  
Chief Executive

# Agenda

Neighbourhood Plan Steering Group - Tuesday 6 September 2022

Page no.

1. **APOLOGIES FOR ABSENCE**

To receive any apologies for absence

2. **DECLARATION OF INTEREST**

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. **MINUTES**

5 - 8

To approve as a correct record and to sign the draft minutes of the meeting held on Tuesday 05 July 2022 (copy attached).

4. **CHAIR'S ANNOUNCEMENTS**

To receive any announcements from the Chair

5. **STRATEGIC ENVIRONMENTAL ASSESSMENT (SEA)**

To receive an update from the Chair/ Head of Planning.

6. **PROPOSED CAPITAL EXPENDITURE 2023/24 ON NEIGHBOURHOOD PLAN**

To note the 'NPSG Capex Report' from the Director of Community Services (copy attached in email)

7. **RESPONSES TO REGULATION 14 COMMENTS & AMENDMENTS TO NEIGHBOURHOOD PLAN GREEN & BLUE INFRASTRUCTURE POLICIES GI1-GI5**

- - a) To agree, or amend, draft responses made by the Head of Planning to comments received during the Regulation 14 Consultation, as set out in the following spreadsheets (copies attached in email):
    - o 'Reg. 14 Draft Responses to Public Comments v.4'
    - o 'Reg. 14 Draft Responses to Stakeholder Comments v.4'
    - o 'Reg. 14 Draft NPSG changes v.3'
  - b) To agree, or amend, draft responses made by the Head of Planning to landowner objections to proposed Local Green Space designations, as set out in the document 'Responses to

Objections by Landowners In Relation to Proposed LGS Designation' (copy attached in email).

- c) To agree amendments to 'Figure 6.3 Amended' (Green Corridors map) in line with comments received in 7(a) (copy attached in email).
- d) To agree, or amend, the proposed changes to the Neighbourhood Plan in line with the responses in 7(a)-7(c), as set out in the document 'Draft Neighbourhood Plan (Amended) (track changes) v.3' (link to document attached in email).

For ease, the key proposed changes to Policies GI1-GI5 are set out in the document 'Key Changes to Draft GBI Policies' (copy attached in email).

8. **ITEMS FOR THE NEXT MEETING**

- To review and agree draft responses to Reg. 14 consultation comments, and to agree modifications to Plan documents.

9. **DATE/TIME OF NEXT MEETING**

04 October 2022, 6pm, via Zoom

This page is intentionally left blank



## CHIPPENHAM TOWN COUNCIL

Improving the quality of town life

Minutes of a meeting of the Neighbourhood Plan Steering Group held virtually using the Zoom platform on Tuesday 5 July 2022 at 6.00 pm.

### Steering Group Members Present:

Clare Cape (CC)	Nick Murry (NM) (Chair)
Matthew Short (MS)	Ross Henning (RH)
Jack Konynenburg (JK)	Fiona Williams (FW)
Robert Giles (RG)	Steve Perry (SP)

### Officers Present:

Andy Conroy (AC), Head of Planning  
Alex Cooper (ACo), Democratic Services Officer

Also Present: Andrea Pellegram (AP)

11.	<p><b><u>APOLOGIES FOR ABSENCE</u></b></p> <p>There were apologies for absence received from Declan Baseley, John Scragg and Dunstan Westbury.</p>
12.	<p><b><u>DECLARATION OF INTEREST</u></b></p> <p>There were no declarations of interest.</p>
13.	<p><b><u>MINUTES</u></b></p> <p>The minutes of the meeting held on Tuesday 24 May 2022 were approved as a correct record.</p>
14.	<p><b><u>CHAIR'S ANNOUNCEMENTS</u></b></p> <p>(i) The Local Cycling and Walking Infrastructure Plan (LCWIP) is currently out to public consultation until 01 August. AP advised to make sure that the cycling routes proposed within the Neighbourhood Plan are also included within the LCWIP.</p> <p>(ii) Another speculative planning application for residential development at Barrow Farm has been received.</p> <p>(iii) The Climate Change Committee, in their latest report to government, has indicated that government is lacking policy and funding needed to meet targets at a local level.</p> <p>(iv) AC attended part two of the neighbourhood plan design guide</p>

	<p>workshop run by Wiltshire Council. AC was shown the draft design guide that has been prepared for neighbourhood plans and commented that one of its flaws was it was geared to villages/small towns, rather than larger towns like Chippenham.</p> <p>(v) The Wiltshire design guide will be published for consultation in the autumn.</p> <p>(vi) AC and NM met with Wiltshire Council planners to talk through the Neighbourhood Plan's sustainability and climate change policies. It was a fairly affirming meeting and no objections to the revised policies were raised. NM advised that on Local Green Spaces (LGS) would need conversation with Wiltshire Council Housing (as landowner) rather than LPA. AP suggested obtaining advice from Locality on how to deal with landowner objections to LGS.</p> <p><b>ACTION: AP to obtain advice from Locality on how to deal with landowner objections to LGS</b></p>
15.	<p><b><u>WALPA UPDATE</u></b></p> <p>There had been no WALPA meeting since the last Neighbourhood Plan Steering Group (NPSG) meeting.</p> <p>WALPA's Steering Group are looking to meet directly with Cllr. Nick Botterill to understand what is being done by Wiltshire Council to maintain engagement with neighbourhood plan groups, and also following up an opportunity to meet with Danny Kruger MP.</p>
16.	<p><b><u>STRATEGIC ENVIRONMENTAL ASSESSMENT (SEA)</u></b></p> <p>The inception meeting with AECOM will take place on Thursday 07 July. NM/AC to update at the next NPSG meeting.</p>
17.	<p><b><u>RESPONSES TO REGULATION 14 COMMENTS &amp; AMENDMENTS TO NEIGHBOURHOOD PLAN</u></b></p> <p>Further to liaising with WC Planners, AC reported that it would be helpful to obtain some viability testing on the net zero carbon policy and or/write a Topic Paper to overcome some of the objections received on viability and lack of evidence. AP agreed with this approach and suggested that it would also be a good idea to have the Plan health check tested by Locality peer review which should also help tease out some viability issues.</p> <p>AP commented that the simplification and flexibility of the revised policies are much better than the original versions as drafted.</p> <p>NM confirmed Policy SCC2 wording needs to be modified further and would work further on this with MS and Nick Hodges in the next month.</p>

	<p>Members discussed the highlighted ('major') comments and draft responses contained in the three spreadsheets, and related changes proposed to the Neighbourhood Plan text. Members discussed and/or made amendments to the following draft responses (ref. no. given below) and associated related changes to Neighbourhood Plan text:</p> <ul style="list-style-type: none"> <li>i) S/SCC2/1 - 6 - NM recommended taking out reference to 'end of life' carbon from policy. AP recommended including reference to the Circular Economy policy.</li> <li>ii) P/SCC2/8 - AP recommended adding reference to modular housing still being required to be of good design.</li> <li>iii) S/SCC3/1 - NM recommended amend policy wording to 'maximise' biodiversity net gain.</li> </ul> <p>Members agreed to the above changes being made to the draft responses and associated changes to Neighbourhood Plan text, and to all other 'minor' draft responses and associated changes to Neighbourhood Plan text included in the three spreadsheets.</p> <p><b>ACTIONS:</b>  <b>AC/NM to seek out consultants that may be able to carry out viability testing on net zero carbon and sustainable construction policies.</b></p> <p><b>AC to amend draft responses and associated Neighbourhood Plan text in line with agreed position set out above.</b></p> <p><b>AC to forward Cllr Grimes revised renewable energy policy to review.</b></p> <p><b>NM &amp; MS to modify Policy SCC2 further.</b></p>
18.	<p><b><u>ITEMS FOR THE NEXT MEETING</u></b></p> <p>Review and agree draft responses to Regulation 14 consultation comments on Green Infrastructure policies.</p>
19.	<p><b><u>DATE/TIME OF NEXT MEETING</u></b></p> <p>AC suggested that the scheduled August meeting be cancelled in favour having a longer September meeting so that CC (Topic Group Chair for Green Infrastructure) could attend, and also that there would be more time in the interim period to compile comments for the Steering Group to review. The Steering Group were in agreement. The next meeting will take place virtually on Tuesday 06 September at 6pm.</p>
	<p>The meeting finished at 7.10 pm</p>

This page is intentionally left blank