



# 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 1 November 2022 at 6.00 pm.

## Steering Group Members Present:

Nick Murry (NM) (Chair)  
Matthew Short (MS)  
Steve Perry (SP)  
Declan Baseley (DB)

John Scragg (JS) (Vice-Chair)  
Jack Konynenburg (JK)  
Dunstan Westbury (DW)  
Robert Giles (RG)

## Officers Present:

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

## Also Present:

Andrea Pellegram (AP)

39.	<p><b><u>APOLOGIES FOR ABSENCE</u></b></p> <p>Apologies for absence were received from Clare Cape, David Mott and Fiona Williams.</p>
40.	<p><b><u>DECLARATION OF INTEREST</u></b></p> <p>There were no declarations of interest.</p>
41.	<p><b><u>MINUTES</u></b></p> <p>The minutes of the meeting held on Tuesday 04 October 2022 were approved as a correct record.</p>
42.	<p><b><u>CHAIR'S ANNOUNCEMENTS</u></b></p> <p>There were no announcements from the Chair.</p> <p>AC announced a reminder from the Chief Executive that the Steering Group should aim to adhere to the Neighbourhood Plan timeline and submit to Wiltshire Council in Spring 2023.</p> <p>Steering Group members discussed whether any further action needed to be taken in relation to Wiltshire Council's obligations as they concerned the Neighbourhood Plan.</p>

43.	<p><b><u>RESPONSES TO REGULATION 14 COMMENTS &amp; AMENDMENTS TO NEIGHBOURHOOD PLAN POLICIES TC4-TC6 &amp; CI1</u></b></p> <p><b>TC4 - Development within Chippenham Conservation Area.</b></p> <p>Steering Group members adopted the proposed changes to Policy TC4.</p> <p><b>TC5 - Buildings of Local Merit</b></p> <p>Steering Group members approved the addition of 3 further pillboxes as Buildings of Local Merit in the policy.</p> <p>AC noted that DM had indicated his objection to the adoption of any of the items listed for further discussion under TC5.</p> <p><b>TC6 - Design of Shopfronts and Advertisements</b></p> <p>Steering Group members adopted the proposed changes to Policy TC6.</p> <p><b>CI1 - Community Infrastructure</b></p> <p>AC noted that an addition would be made to the wording of paragraph 5 to account for buildings where the use was no longer needed.</p> <p>Steering Group members agreed that Post Offices included under “community infrastructure”.</p> <p>AP advised asking Wiltshire Council whether requesting a Community Infrastructure statement was acceptable.</p>
44.	<p><b><u>ITEMS FOR THE NEXT MEETING</u></b></p> <p>To review and agree responses to Regulation 14 Comments.</p>
45.	<p><b><u>DATE/TIME OF NEXT MEETING</u></b></p> <p>The next meeting of the Steering Group will take place on Tuesday 06 December 2022, via Zoom.</p>
	<p>The meeting finished at 6.55 pm</p>