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



**CHIPPENHAM  
NEIGHBOURHOOD  
PLAN**

1 December 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 December 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 December 2022

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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**

To approve as a correct record and to sign the draft minutes of the meeting held on 1 November 2022

4. **CHAIR'S ANNOUNCEMENTS**

To receive any announcements from the Chair

5. **SEA UPDATE**

To receive a verbal update from the Chair/Head of Planning regarding progress on the Strategic Environmental Assessment (SEA)

6. **RESPONSES TO REGULATION 14 COMMENTS & AMENDMENTS TO NEIGHBOURHOOD PLAN POLICIES T1-T5, GI5 & SCC1-SCC2**

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):

- 'Reg. 14 Draft Responses to Public Comments v.7'
- 'Reg. 14 Draft Responses to Stakeholder Comments v.7'
- 'Reg. 14 Draft NPSG changes v.6'

b) To agree, or amend, the proposed changes to the Neighbourhood Plan and new Figure 6.4 in line with the responses in 6(a), as set out in the document 'Draft Neighbourhood Plan (Amended) (track changes) v.6' (excerpts of the relevant policies attached in email).

For ease of reference, the key proposed changes to Policies T1-T5, GI5 & SCC1-SCC2 are set out in the document 'Key changes to Draft Policies T1-T5, GI5 & SCC1-SCC2' (copy attached in email).

7. **ITEMS FOR THE NEXT MEETING**

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

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

3 January 2023, 6pm, via Zoom

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