



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



**CHIPPENHAM
NEIGHBOURHOOD
PLAN**

29 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 3 January 2023** 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 3 January 2023

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**

To approve as a correct record and to sign the draft minutes of the meeting held on 6 December 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 CHIPPENHAM DESIGN GUIDE**

a) To agree the 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 Stakeholder Comments v.8'
- o 'Reg. 14 Draft NPSG changes v.7'

b) To agree the proposed changes to the Chippenham Design Guide in line with the responses in 6(a), as set out in the document 'Chippenham Design Guide (Amended) (track changes) v.2' (copy attached in email).

For ease of reference, the key proposed changes to the Chippenham Design Guide are set out in the document 'Key Changes to Chippenham Design Guide' (copy attached in email).

7. **REPEAT REGULATION 14 CONSULTATION STRATEGY**

To agree the 'Repeat Regulation 14 Consultation Strategy' (copy attached in email) and to delegate to the Chief Executive to carry

out the repeat Regulation 14 consultation in accordance with this Strategy.

8. **ITEMS FOR THE NEXT MEETING**

- To review and agree draft responses to the final Reg. 14 consultation comments (Policies H1, H2, E1 & E2), and to agree modifications to Plan documents

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

7 February 2023, 6pm, via Zoom