



# 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 18 April 2023 at 6.00 pm.

## Steering Group Members Present:

Nick Murry (NM) (Chair)                      John Scragg (JS) (Vice-Chair)  
Matthew Short (MS)                              Ross Henning (RH)  
Jack Konynenburg (JK)                         Steve Perry (SP)  
Dunstan Westbury (DW)                        Declan Baseley (DB)  
Robert Giles (RG)

## Officers Present:

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

81.	<b><u>APOLOGIES FOR ABSENCE</u></b>  Apologies were received from Clare Cape and David Mott.
82.	<b><u>DECLARATION OF INTEREST</u></b>  There were no declarations of interest.
83.	<b><u>MINUTES</u></b>  The minutes of the Steering Group meeting held on 07 March 2023 were approved as a correct record.
84.	<b><u>CHAIR'S ANNOUNCEMENTS</u></b>  <ol style="list-style-type: none"><li>1. The Chippenham Area Board has been notified that it will receive a presentation on a "One Chippenham Plan" from the Place Board. AC to enquire as to whether this is something the Steering Group should be briefed on as well.</li><li>2. NM had attended a webinar related to planning at which it was suggested that the Ministerial Statement regarding councils being discouraged from asking for developers to work to an energy efficiency standard above building regulations in local plans was no longer applicable.</li></ol>
85.	<b><u>UPDATE ON FEEDBACK FROM WILTSHIRE COUNCIL STRATEGIC PLANNING</u></b>  AC provided an update on the feedback received from Wiltshire Council strategic planning officers.

	<p>Wiltshire Council Strategic Planning have responded to the repeat Reg. 14 consultation with further suggestions on amending the SEA.</p> <p>AC and NM to meet with Wiltshire Council’s conservation officer regarding the Bath Road Car Park Policy.</p>
86.	<p><b><u>UPDATE ON VIABILITY TESTING OF PLAN</u></b></p> <p>Viability testing had been carried out by McBains and Three Dragons this week.</p> <p>The draft viability report is expected by the end of April.</p>
87.	<p><b><u>RESPONSES TO REPEAT REGULATION 14 COMMENTS &amp; AMENDMENTS TO NEIGHBOURHOOD PLAN AND SEA REPORTS</u></b></p> <p>The comments from Historic England to be received by 03 May.</p> <p>Wiltshire Council Strategic Planning’s comments all relate to the SEA. Comments were passed on to AECOM who will update the Environmental Report, but not the Scoping Report, to reflect these comments. Wiltshire Council’s comments on the Scoping Report will be addressed in a scoping appendix to the Environmental Report.</p> <p><b>Housing Policy H1</b></p> <p>Steering Group members agreed to amend the policy to refer to a minimum 10% bungalow requirement, rather than anywhere from 10-15% as previously specified in the policy.</p> <p>Members agreed the remaining proposed changes to the Plan and the draft responses to Regulation 14 comments received.</p>
88.	<p><b><u>FEEDBACK FROM WILTSHIRE COUNCIL ESTATES ON LOCAL GREEN SPACES</u></b></p> <p>AC provided an update on the feedback received from Wiltshire Council Estates on the proposed local green spaces to be designated in the Neighbourhood Plan under their ownership. Steering Group Members agreed that the feedback did not change their desire to pursue these designations.</p>
89.	<p><b><u>ITEMS FOR THE NEXT MEETING</u></b></p> <ul style="list-style-type: none"> <li>• To review the viability testing report.</li> <li>• To make and agree final changes to the Plan as required, following discussions with Wiltshire Council Strategic Planning on Policies TC1,</li> </ul>

	<p>SCC1 and SCC2</p> <ul style="list-style-type: none"> <li>To review and agree the Consultation Statement and Basic Conditions Statement.</li> </ul>
90.	<p><b><u>DATE/TIME OF NEXT MEETING</u></b></p> <p>The next meeting of the Steering Group will take place on Tuesday 09 May 2023.</p>
	<p>The meeting finished at 6.40 pm</p>