



Marlborough Area Neighbourhood Plan

Steering Group Meeting Thursday, 14th December 2017 at 1.30 pm Council Chamber, Town Hall, Marlborough

Present: Cllr Mervyn Hall (Chair) [MH], Cllr Peter Cairns [PC], Cllr Stewart Dobson [SD] (WC), Noel Barrett-Morton [NB-M], Susanne Harris [SH], Ian Mellor [IM], Dr Sam Page [DSP] (TM), Shelley Parker (Town Clerk) [SP], Guy Singleton (Savernake PC) [GS] and Dierdre Watson [DW] (Mildenhall PC).

Glossary of Terms: **ARK** – Action for the River Kennet - **CCG** - Clinical Commissioning Group - **DCLG** – Department of Communities and Local Government – **HNA** – Housing Needs Assessment - **MTC** – Marlborough Town Council – **NA** - Neighbourhood Area – **NFU** – National Farmers Union - **NP** – Neighbourhood Plan - **NPSG** – Neighbourhood Plan Steering Group - **PC** – Parish Council – **PPG** – Patient Participation Group – **SHLAA** – Strategic Housing Land Availability Assessment - **SHMA** – Strategic Housing Market Assessment - **SEA** – Strategic Environmental Assessment - **ToR** – Terms of Reference - **TM** - Transition Marlborough - **WCS** – Wiltshire Core Strategy – **WC** – Wiltshire Council - **WP** – Working Party

1. Apologies/Matters Arising/Clearance of Minutes

MH welcomed all to the meeting. There were apologies from Bill Roe, Morgan Jones and Sir Nigel Thompson. All agreed clearance of the minutes of the meeting of 30 November. MH updated members about his meeting with Claire Perry, MP who was taking an active interest in the progress of the MANP and issues around affordable housing and car parking.

2. Countryside & Recreation Working Party

There had been no WP meeting since the NPSG of 30 November. SH confirmed that Marlborough Town Football Club had been given an extension 7 January for input.

3. Business & Employment Working Party

There had been no WP meeting since the NPSG of 30 November.

4. Review of Local Plan - Consultation

The Working Party had met on 12 December to discuss the response to the consultation (proposed responses had been circulated with the agenda papers). MH outlined the 2 main consultation papers – Local Plan Review: Consultation Paper and the Joint Spatial Framework. All recommended responses were agreed but, more time was needed especially for comments on Kennet District Council saved policies which had been put forward for deletion. SP had spoken to officers in the Spatial Planning Team at WC who had agreed to an extension to 16 January which gave both the NPSG and MTC a chance to re-visit the consultation especially with regard to proposals for Marlborough being part of the Swindon Housing Market Area.

ACTION: Further WP meeting to look at consultation on Wednesday, 3 January at 1.30pm. All NPSG members welcome to attend.

5. Review of MANP Code of Conduct

SP had prepared a report and draft Code of Conduct and draft Register of Interests Form which had been circulated with the agenda papers. Agreed amendments were made to both documents. It was also agreed that associated amendments were needed for the ToR with

regard to quorum and membership. (It was agreed that the quorum should be 7.) Various amendments were made to the ToR.

ACTION: SP to incorporate revisions into the Code and Register of Interests Form and submit to WC Monitoring Officer for comment and then to MTC as qualifying body. SP to ask Mildenhall, Preshute and Savernake parish councils for confirmation of their main and reserve NSPG members.

6. In-house Consultations

SH confirmed that Business & Employment and Transport input was awaited. In the main, this was work stemming from early consultation from the original spreadsheets and provided a robust audit trail.

It was agreed that this work should feed into a scoping exercise.

ACTION: Scoping to be an item on the next NPSG agenda. SP to email BR requesting Business and Employment final input to consultation

7. Website

As PC is away between 5 January – 24 April, day to day posting will be undertaken by MTC's Receptionist/Administrator (Dawn Whitehall). DW to provide text. All items for posting to be sent via SP.

Hosting and support with InTouch would finish in February 2018.

ACTION: PC to brief DW on website. SP to contact InTouch about continued hosting package.

8. Finance

SP confirmed that there had been no changes since the NPSG on 30 November.

9. AOB/Next Meeting

Village Green - SD asked if the MANP would be sending a representative to the Public Inquiry on 9 January. No MANP representative had been nominated for this.

The next meeting would be on Thursday, 25th January 2018 at 1.30pm in the Council Chamber.

Town Clerk

December 2017