



Marlborough Area Neighbourhood Plan

**Steering Group Meeting
Wednesday, 15 May 2019 at 11 am, Council Chamber, Town Hall,
Marlborough**

Present: Cllr Mervyn Hall (Chair) [MH], Cllr Peter Cairns [PC], Noel Barrett-Morton [NBM], Leani Haim (OH Consultants) [LH], Susanne Harris [SH], Neil Homer (OH Consultants) [NH], (Shelley Parker (Town Clerk) [SP], Ian Mellor [IM], Bill Roe (Marlborough College) [BR], Guy Singleton (Savernake PC) [GS], Bridget Strong (Transition Marlborough) [BS], Deirdre Watson [DW]

Glossary of Terms: **ARK** – Action for the River Kennet - **CCG** - Clinical Commissioning Group - **HNA** – Housing Needs Assessment – **LP** – Local Plan – **MHCLG** - Ministry of Housing, Communities & Local Government - **MTC** – Marlborough Town Council – **NA** - Neighbourhood Area – **NFU** – National Farmers Union - **NP** – Neighbourhood Plan – **NPPF** – National Planning Policy Framework **NPSG** – Neighbourhood Plan Steering Group - **PC** – Parish Council – **PPG** – Patient Participation Group – **SHELAA** – Strategic Housing and Economic 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

NOTES

1. Apologies/Matters Arising/Clearance of Minutes

Apologies were received from Morgan Jones (WC), Cllr Stewart Dobson (WC) and Sir Nigel Thompson. Following discussion, it was agreed that the former Police Station in George Lane may well be sold before the publication of the NP, but could still be covered under a policy for future use of community sites. All agreed the minutes of the meeting of 21 March 2019.

2. Call for Sites

A list of those sites meeting allocation criteria was circulated. These would be submitted for SEA screening by WC. The results of the screening and SEA would help with further investigative work leading to final site allocation.

Listed separately were those not meeting that criteria or where landowners had not responded to requests for further information and it was likely that some may be covered under other policies within the NP.

Screening for SEA requirements on specified sites would be raised at the meeting with WC Spatial Planners on 22 May.

School Sites – Information on potential sites for a replacement for Preshute School was circulated. [NH] had suggested requesting further information on these as soon as possible. It was also important to enquire of WC whether 1 form entry was possible.

ACTION: [SP] to ensure that SEA Screening was included on the agenda for WC meeting. [SP] to request further information from landowners on potential sites for the replacement school and clarify with WC its policy on 1 form entry.

3. Local Green Space Designation

The report drawn up by the Design & Environment Working Group was circulated. All agreed that this was a well set out piece of work designating areas of green space in line with the WCS and tests set out in the NPPF (paras. 96 – 101). It was important to

remember that designation as local green space gave land the same planning protection as green belt (though this did not mean total protection).

Amendments were made and there were some outstanding actions. All sites would be mapped (digital map to be drawn up by Pear Technology).

As advised by NH, the following was agreed:

- That confirmation was needed that no sites had been omitted - even small green spaces may be of community value
- In terms of the final selection for designation, fewer was better. Some could be removed if they already held equal status designation (i.e. village green status)
- All could be re-visited at NP review
- Where green space designation was not given, a policy should be included for land providing community facility or amenity space. This should include those WC-owned areas likely to be devolved to the Town Council
- The eventual short list should include maps and photos and submitted to landowners for approval

ACTION: Meeting to be arranged to map green spaces and then send off for digitalisation. Outstanding actions to be completed by the D&EWG. Clarification of inclusion of policies to protect community spaces to be sought from WC.

4. Overview from Neil Homer

NH gave a review of all original drafted policies – most work had been completed on these, but there were queries to raise with WC. Additional policies would be needed to cover:

- MA 16 - Community Facilities (including buildings)
- MA 17 – Valued Community Spaces (not designated as green spaces)
- MA18 - Site specific to the Police Station
- MA 19 – Site specific to other sites outside of site allocations
- MA 20 – Design Guidance for housing in rural areas

Housing Policies - Some additional information would be needed to ensure robust housing policies. More information was needed about Marlborough College-owned properties and requirements. The HNA did not make clear what discussion had taken place with the College. A reference to self-build may be needed too.

Community Land Trusts – This had been discussed by the NPSG, but not taken forward due to lack of voluntary groups in a position to take this forward. It was not clear the extent to which the Town Council could be involved (there had been conflicting advice on this in that town and parish councils could only ever act as facilitators). Wiltshire did have a number of groups successfully operating CLTs. BS would raise this at the next TM meeting. A policy should be added to give weight to the CLT approach taking place in the future.

The Environment - MA 13 covered green infrastructure. Policies relating to the environment, ecology and sustainability were already included in the WCS/Local Plan and NPPF. That said symbiotic policies could be included in the NP too.

Draft Plan – NH confirmed that OH could now draft a skeleton NP. The structure was likely to be:

1. Introduction (OH prepares)
2. The Neighbourhood Area including a short history (SG prepares)
3. Planning Policy Context (OH prepares)
4. Community Views on Planning Issues (SG prepares)
5. Vision, objectives and land use policies (OH prepares based on information from SG)
6. Implementation (OH prepares based on information from SG – non-planning matters/projects)
7. Policies Maps (SG prepares using Pear Technology)

Project Plan – With delays around the WC screening process, realistically a first draft would be ready for consultation in November/December.

ACTION: OH to revise policies table ahead of WC meeting on 22 May and then draft outline of Plan. SP to commission Cobweb Consulting to undertake top up consultation with Marlborough College. BS to raise a call for volunteer groups to work towards a CLT.

5. Meeting with Wiltshire Council

The Chairman, Vice Chairman, Town Clerk, Neil Homer and Leani Haim would be attending the meeting with WC Spatial Planners on Wednesday, 22 May in Marlborough. A list of agenda items had been suggested by WC. Suggestions put forward earlier during the meeting would be added to that list as well as the following:

- WC comments on the 2019 Benchmarking report and whether there were likely to be any changes on its current retail strategy for Marlborough
- WC position on housing sites in rural areas
- WC position on its own areas in Marlborough (particularly the green space at Barton Park) and their inclusion in the NP.

The Marlborough Strategy within the WCS (pages 121-127) was to be reviewed and WC had asked for comments from both the Town Council and MANP. MTC's Planning Committee had already discussed this and was submitting comments. MANP's comments were:

- Infrastructure requirements as evidenced by Marlborough Area Neighbourhood Plan surveys – affordable housing, car parking requirements, additional recreational land and a new cemetery
- That there was a *proven* need for affordable housing. Social housing stock had fallen with the disposal of current social housing stock with sale proceeds invested outside of Marlborough
- Transport infrastructure was important which should also include cycle and walking routes
- References to no retail provision outside of the town centre had been superseded since Tesco and Budgens had been built at the Business Park
- The *pressing* need for a new doctor's surgery/health and wellbeing centre
- The importance of tourism to the town and its status as a destination on the Great West Way touring route
- That Manton was included in the parish of Marlborough (though it was understood that it was listed as a small village for planning purposes)
- That Mildenhall should be listed under small villages (Core Policy 14) as it had previously been omitted from the WCS
- That the infant school and junior schools had now merged but there remained a requirement for extra capacity to cater for the long term needs of the town with the replacement of Preshute school to a more suitable site
- More detail needed around the para. covering AQMA
- The employment sites listed (under Core Policy 14) need review with the inclusion of Elcot Park, Elm Tree Park (A4)), Marlborough Tiles (Elcot Lane). There was little mention of Marlborough College as the largest employer.

ACTION SP to ensure items for discussion and clarification are passed onto WC for 22 May meeting.

6. Public Consultation and Feedback

Feedback - A draft press release with an update on the MANP process would be circulated.

Public Consultation - All agreed that it would be important to ensure that the NPSG was ready for Regulation 14 of the Neighbourhood Planning (General) Regulations 2012 – the first statutory consultation of the draft plan. A meeting would need to be set aside for that. (The relevant legislation is at <http://www.legislation.gov.uk/uksi/2012/637/regulation/14/made>)

ACTION: MH and SP to draft a press release giving an update on current stage in NP process and circulate to NPSG members.

7. AOB/Next Meeting

The next NPSG meetings would be Thursday, 27 June 2019 and Thursday, 25 July 2019, both at 1.30pm in the Council Chamber. Other associated meetings would be arranged before the June meeting.

Town Clerk

17 May 2019