



Marlborough

Area Neighbourhood Plan

Steering Group Meeting
Thursday, 24 April 2018 at 1.30 pm
Council Chamber, Town Hall, Marlborough

Present: Cllr Mervyn Hall (Chair) [MH], Cllr Peter Cairns PC, Susanne Harris [SH], Ian Mellor IM, Dr Sam Page (DSP), Bill Roe (Marlborough College) [BR], Sir Nigel Thompson (Mildenhall PC) [SNT], Guy Singleton GS (part) and Deirdre Watson (Mildenhall PC) [DW]

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

NOTES

1. Apologies/Matters Arising

There were apologies from Cllr Stewart Dobson, Morgan Jones, Noel Barrett-Morton and Shelley Parker. DW took the minutes in her absence.

All agreed the minutes of the meeting of 22nd March 2018 as a correct record.

MH updated all about the sale of land at Kelham Gardens (adjacent to the former Gas Works site) and owned by Wiltshire Council. The Town Council had formally requested an Asset Transfer from WC and had commissioned a planning appraisal and feasibility study for a car park which confirmed that 30 parking spaces could be achieved at the site. Whilst WC turned down this transfer request, it had welcomed the possibility of further discussions with MTC about car parking at the site. However, it should be noted that, under Section 123 of the Local Government Act 1972, WC had an obligation to obtain best value for the land.

2. Vision Statement

Members referred to the vision statement as circulated, reflecting a revised draft by MH, incorporating mods from members by e mail. It was agreed that a vision statement generated by the SG was appropriate, as it reflected local peoples' views from the consultations. It might be included earlier in the document than in the current draft.

3. Drafting the Plan – Scope, Structure, Style

SH referred to the paper by herself and DW, previously circulated, and the request for members to review other plans, as circulated by SP, to help decisions on style and content. The Warminster and Blackthorn plans had been recommended for their clear and user friendly style, albeit both rather thin on calls for land.

IM referred to the Wiltshire Core Strategy for the period 2026-36 which was currently being written, updating the current plan for the period 2016-26. It was possible that some aspects of the NP might soon be superseded by the latest Wiltshire Core Strategy when it was finalised by 2020, so this should be reflected in the Plan, perhaps by adopting a position statement. During discussion on drafting the NP, the following points were agreed:

- a) the current draft structure was unclear in relation to recreation, which was reflected partly under section 5 (Housing and Amenities) and partly under section 8 (Countryside and Recreation). Section 8 should revert to its original heading of Countryside and Nature Conservation as this latter aspect was not adequately reflected.
- b) Scoping was not fully complete; this must be completed before drafting started.
- c) The text should include the three main sources of land: namely, SHLAA sites; brown field sites, call for land.
- d) The NP should include clear statements under each section adopting the following headings:
 - (i) Land designation (where land need could be matched with available land)
 - (ii) Policy (on a land related matter, but where specific land might not be available – eg that development of land for new retirement apartments not be approved)
 - (iii) Recommendation (not specifically land related, but of key importance to the community – eg new industrial units in the centre of Marlborough be refused because of poor air quality and heavy traffic)
- e) The NP should include an economic statement to reflect the changing retail environment – a trend away from shops towards more entertainment and leisure facilities; this affected the business and employment needs
- f) The NP should be clear and specific about priorities for land needs and use; though there might be areas where flexibility was appropriate (such as use of redundant farm buildings in rural areas for housing or small businesses)
- g) The transport and parking section was only relevant to land use in respect of parking and cycle/footpaths, other aspects, such as traffic volume, being important to local people, but lending themselves to recommendations only.

The SG considered the next steps recommended in the paper.

- a) Further work included scoping, as noted above
- b) Further consultation with the public before publicising the draft plan was included in the process. No further consultation in respect of employment was considered needed, as it was difficult to identify future business needs. A discussion will take place with St John's.
- c) Action was not considered necessary for the NP in respect of tourism
- d) PC should follow up on any pareto charts still missing from the website
- e) Each working group should hold a meeting to complete scoping, to identify land designations, policies and recommendations, and to gather background documents to from appendices

ACTION: PC to review the website for outstanding missing information. Chairs of working groups to hold meetings and report back to the next SG meeting.

4. Call for Sites

MH referred to the fact that the local consultants Johns Associates, due to hold a meeting with the SG on 10 April, had cancelled at the last minute. Members expressed their dissatisfaction with this poor behaviour, and concern at the delay in this key area for the plan. MH said that SP was reviewing alternative consultants for the next meeting.

ACTION: - SP to recommend new consultants for the next meeting.

5. Finances

MH reported that funds included £2000 in earmarked reserves, and £20,000 in total funds.

6. AOB/Next Meeting

Sir Nigel Thompson – SNT reported that he was standing down from the Mildenhall Parish Council on 14 May. It was agreed that DW, currently his deputy as the Mildenhall PC member, should take his place, and that SNT could remain on the SG in an individual capacity.

Next meeting – The next meeting will take place on Thursday, 31 May 2018 at 1:30pm in the Council Chamber.

DW - April 2018