



Marlborough

Area Neighbourhood Plan

Steering Group Meeting Thursday, 26th October 2017 at 1.30 pm Council Chamber, Town Hall, Marlborough

Present: Cllr Mervyn Hall (Chair) [MH], Peter Cairns (Vice-Chair) [PC], Morgan Jones [MJ] (WC), Ian Mellor [IM], Noel Barrett-Morton [NB-M], Susanne Harris [SH], Dr Sam Page (DSP), Shelley Parker (Town Clerk) [SP], Bill Roe [BR] (Marlborough College), Guy Singleton (Savernake PC) [GS], Sir Nigel Thompson (Mildenhall PC) [SNT] 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

1. Apologies/Matters Arising

MH welcomed all to the meeting. There were apologies from Cllr Stewart Dobson (WC) and Morgan Jones (MJ). All agreed the minutes of the meeting of 28 September.

2. Public Meetings – Car Park Study and Housing Needs Analysis

All agreed that public feedback meetings on both the Car Parking Study and the Housing Needs Analysis had been well attended with both receiving good press coverage. The consultant for the car parking consultation had been particularly engaging. There had been different audiences for both - attendance lists showed that only a handful had attended both meetings. Follow-up emails had been sent to those attending. Presentations and meeting notes had been posted on the MANP website.

The next steps with the Car Park Study, now that need for more land had been robustly evidenced, was to quantify it. A consultant should be identified for this.

DCLG was running a consultation about how central government intended to calculate local housing need. All agreed that a response should be sent from MANP showing that the proposed formula was too crude of a process and did not take into account actual housing need.

ACTION: [SP] to contact People & Places for contacts for quantifying car park requirements. [MH] and [SP] to respond to current DCLG consultation

3. Countryside and Recreation Working Party

SH updated all on the work of the WP. A report produced by ARK had been circulated to all NPSG members. The Director of ARK, Charlotte Hitchmough, had offered to give a presentation on Sustainable Drainage Systems (SUDs) to the NPSG at its November meeting.

In terms of liaison with outstanding responses from local sports groups, more feedback was still awaited from Marlborough Town Football Club. (Feedback had been received from Marlborough Youth Football Club which was currently using 5 separate venues and would ideally prefer to be at one. MH confirmed that the refurbished Community & Youth Centre

was offering this Club use of the facilities and had reconfigured part of the basement to allow for this.) A response was still awaited from the Tennis Club.

The WP was next meeting on 3 November.

ACTION: SH to invite Charlotte Hitchmough (ARK) to present to the NSPG on 30th November (a 20 mins slot).

4. Business & Employment Working Party

BR updated everyone about the work of the WP. The additional conclusion to the findings of the Cobweb Consulting Survey was:

Marlborough Medical Practice – Existing overcrowding coupled with the anticipated increase growth translates into needing a site of approx. 1000m² plus much needed and improved parking facilities

Marlborough High Street Retailers Association (MHSRA) – Stated biggest problem was staff parking and they would be very interested in any scheme that helped improve this e.g. dedicated parking at a greatly reduced cost (if not free), parking for employees (like residents parking).

Chamber of Commerce – The business units by Tesco are now mostly full and this proves their success at attracting (small) business or retail outlets. Affordability of parking is an issue for any business along with reliable and secure Broadband.

The possible need for small business units was raised by Cobweb Consulting during its public feedback session – the NP must evidence and quantify demand for business units. The call for sites would help with this.

BR would meeting with a representative from Carter Jonas.

It would be necessary to identify rural exception sites.

DW had drafted a summary for the MANP website about the work of the WP. All agreed that this should be posted following the outcome of BR's meeting with land agents, Carter Jonas and any subsequent amendments added.

ACTION: SP to resend Ramsbury Estate and NFU letters to BR. SP to investigate whether the entire Manton Estate sits within the Preshute parish boundaries.

5. Housing Working Party

Notes of the WP meeting of 19 October had been circulated to NPSG members.

Main points were about a call for sites:

- There was a need to investigate other NP processes and best practice on a call for sites
- That contact details were needed for SHLAA site owners
- Clarification was needed on the timing of a call for sites.

Key next steps would be to quantify need (what we need land for) and investigate those professional companies which could undertake this work. It would be important that this was seen to be undertaken independently.

There may be issues around a conflict of interests around this exercise and this process would need to be open and transparent and a review of the current Code of Conduct was needed.

Discussion about the need for affordable housing for young people included the following points:

- The possibility of age restrictions to benefit younger age groups in the same way as existed for older people
- That villages also needed an influx of young people

- Pre-conditions on housing sales needed exploration and a better understanding of covenants for restricted sale (something similar had been trialled in Savernake but had not been successful)
- That it was difficult to ensure that housing was earmarked for social housing
- That it would be important for the NPSG to be seen as lobbying for more land for social housing

MH and SP had met with the Deputy Chief Executive of the Police and Crime Commissioner's Office about the future of Marlborough Police Station. In line with the PCC's Estate Strategy, it would sold if partners could not be found to share the building. It was too big for current police requirements and underutilised. However, the police were actively looking for an alternative building in the centre of town as its base in Marlborough. It would maintain a visible presence.

It would be important to ensure that the community had a say in what happened at this site should it be sold, much in the same way as had been agreed by the WC Cabinet for the former St Peter's School site.

It would be important to lobby Claire Perry, MP on current local housing issues and bring her up to date with the work on the MANP. (A meeting was currently being arranged)

ACTION: SP to firm up arrangements for a meeting with Claire Perry, MP. A review of the Code of Conduct to be added to the agenda for the next NPSG meeting.

6. In-house Consultations

SH and BR are following through on loose ends on the in-house consultations.

7. Website

PC confirmed that the Pareto charts would be posted on the website as evidence of inhouse-consultation findings.

All documents and presentations around the Car Parking Study and Housing Needs Analysis had been posted onto the Homepage.

8. Finance Update

SP confirmed that the balance in accounts stood at:

Town Council – Revenue Budget - £2,152.64

Town council Ear Marked Reserves - £18,102.35

Costs around the recent public feedback sessions and consultants' fees had been met through grant funding from DCLG/Locality.

9. AOB/Next Meeting

The next meeting would be 30 November at 1.30pm in the Council Chamber.

Town Clerk

November 2017