



Marlborough Area Neighbourhood Plan

Steering Group Meeting Thursday, 28th September 2017 at 1.30 pm Council Chamber, Town Hall, Marlborough

Present: Cllr Mervyn Hall (Chair) **[MH]**, Peter Cairns (Vice-Chair) **[PC]**, Cllr Stewart Dobson (Wiltshire Council), 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]** and Deirdre Watson (Mildenhall) **[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 Morgan Jones and Sir Nigel Thompson. All agreed the minutes of the previous meeting of 31 August.

MH informed everyone about the outcome of the WC Cabinet Meeting attended by him and IM where it was agreed that the community (MTC and MANP) would be consulted on any development at the former St Peter's School site.

The Town Council had held a meeting with Aster Housing and MH updated the NPSG on the main points of this which focussed on the review of Aster's estate and disposals of some of its properties to fund new builds elsewhere. (A bid had been made to work with Redrow on the affordable housing element at the former Crown Estate land off Salisbury Road though whether this had been successful was not yet known). A senior officer from Wiltshire Council had also made a presentation to WC about the processes around Homes4Wiltshire and Choice Based Lettings (CBL).

MH had visited the new and impressive St Mary's Primary School site. It was clear that reception classes were almost full and the whole school was almost at capacity. A meeting was being arranged with the Head at Preshute School, Manton.

A meeting was to take place with the Deputy Executive of the Police and Crime Commissioners office to discuss the position with the Police Station under the PCC's Estate Strategy. Assurances had been given by the PCC (Angus MacPherson) that a police presence would remain in Marlborough. If the Police Station was sold then any possible redevelopment at the site should be handled in the same way as that for St Peter's School with local involvement in its future through the Neighbourhood Plan.

2. Car Park Study

All had received copies of the Car Parking Study which confirmed initial in-house consultation that there was a parking capacity problem and that solutions needed to be found. Freeing up capacity or creating new space would help alleviate the problem for workers and visitors to the town as well as initialising a residents parking scheme. It was

noted that the online WC Car Parking Charges Consultation offered an option to raise fees for season tickets to 50% of the current rates. It was worth sending the Car Parking Study to Parking Services Team at WC.

ACTION: SP to send the Car Parking Study to WC Parking Services

3. Public Feedback Meetings – Car Parking Study – Housing Needs Analysis

Car Parking - The meeting on 16th October was being widely promoted via posters and flyers, website, Facebook and Twitter coverage. It would be important to ensure that Mike King of People & Places offered some analysis of his findings. The format would start with an introduction by MH, the presentation itself followed with a Q&A session. All agreed that that electronic voting was not required and it may only confuse the data that had already been gathered through the parking survey itself.

Housing Needs – This meeting on 24th October should include initial feedback from Cobweb Consulting and include some commentary on the business and employment survey too. NPSG members should be ready for the Q&A session on both elements. The same promotion and format would be followed for this second meeting. Help was needed in setting up the meeting and with promotion

ACTION: SP to request that an analysis is requested of People&Places for the public meeting on 16th October. DW, PC, BR, SH, NBM, DSP and SP to help to promote and set up the meetings

4. Countryside and Recreation Working Party

SH outlined the findings of the most recent meeting. This included:

- That it would be sensible to liaise with the relevant portfolio holder at WC
- The need for an all-weather pitch within the town (these required a lot of maintenance and it had been a long held ambition of Marlborough College to have one). St John's did provide the ideal site (next to the 6th form block). S106 contributions should go a long way towards funding this. The RFU and Football Federation were often generous in grants for such projects
- That investigation was needed into the layout of The Common in terms of common land and private land and meetings should include all those with a land interest there
- The College would issue a statement about its commitment to continue to share facilities. It may open up use of the Health Club and Gym in the future
- Future cemetery needs would need to be calculated (a formula existed and may possible be obtained from the Institute of Cemeteries and Crematoria Management (ICCM).

5. Business & Employment Working Party

BR circulated a pareto chart showing consultation outcome which matched the overall analysis of the Cobweb Consultation and there was clearly overlap on findings. He also circulated an additional conclusion which focused on the targeted work with the Medical Practice, the Chamber of Commerce and the Marlborough High Street Retailers Association. He also circulated a note on various targeted meetings undertaken as part of the exercise to enhance the poor response to the original business survey. These meetings had taken place with Marlborough Surgery, the Marlborough High Street Retailers Association (MHSRA) and the Chamber of Commerce.

ACTION – BR to arrange for another WP meeting to discuss next steps

6. In-House Consultations

There was still some overlap between the different categories of consultation which needed to be finalised. A meeting between reps from all WPs might help to put this in place.

ACTION: SH to start to finalise in house consultation ready for the website

7. Website

PC confirmed that consultation outcomes would be posted when finalised.

8. Finance

SP confirmed that a grant had been confirmed for the consultants' charges for both public meetings which would cover around 90% of costs. It was not yet clear what government funding would be available for 2018/19 for Neighbourhood Planning though it was thought that this would continue in some form. The balance in the revenue budget was £2,152.64 and in £18,102.35 in ear-marked reserves.

9. AOB/Next Meeting

There would be a meeting of the Housing WP on 19th October to look at the process for a call for land. A list would have to be compiled of landowners (e.g. College, MTC, WC, Ramsbury Estates, The Crown Estate as well as farmers). A handful of landowners had made approaches direct to MANP.

SD asked why Kingsbury Street and College Fields had been selected for monitoring as part of the Car Parking Study. MH explained that the number of streets for the study was restricted and these 2 had been selected by the WP as part of the spec for the consultant.

The next MPSG meeting would take place on Thursday, 26th October 2017

Town Clerk

4th October 2017