



Marlborough Area Neighbourhood Plan

Steering Group Meeting
Thursday, 30 August 2018 at 1.30 pm
Council Chamber, Town Hall, Marlborough

Present: Cllr Mervyn Hall (Chair) **[MH]**, Cllr Stewart Dobson **[SD]**, Susanne Harris **[SH]**, Dr Sam Page **[DSP]**, Bill Roe (Marlborough College) **[BR]**, Sir Nigel Thompson, **[SNT]**, Guy Singleton **[GS]**, Noel Barrett-Morton **[NBM]**, Morgan Jones **[MJ]** 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 Peter Cairns and Shelley Parker. DW took the minutes in her absence.

All agreed the minutes of the meeting of 26 July 2018 as a correct record.

2. Review of Working Parties

MH referred to the meetings of the newly formed working parties on 21 August 2018, and to his circulated notes and actions (which updated those of the meetings on 11 July 2018). Members agreed that the notes of the meetings were a true record.

WG 1 on Sites: MA2-MA6

MA2: Affordable homes

MJ said that he could not provide information on landowners without their consent, but he would liaise the landowners to request that their contact details be provided to the SG.

ACTION: MJ to liaise with landowners to provide their details to the SG, in order to establish ownership of SHELAA sites where this was not known.

The SG also needs a list of the publicly owned land – such as by WCC, the Police, MTC etc. Some earlier identified brownfield SHELAA sites do not feature on the current list.

ACTION: MJ to provide a list of publicly owned land, with details of size and owner, and confirm the position re ex SHELAA sites (such as TH Whites)

SNT said that there are some brownfield sites in Mildenhall with derelict farm buildings that might be suitable for industrial use (though not for housing). These could be added to the list.

MA3: New school at Manton

MH has yet to meet Cllr Mark Cooper

ACTION c/f: MH to meet Cllr Mark Cooper re possible sites for a new school at Manton, and the history re Mr Parry's land

MA6: Thriving town centre

Town centre review: see agenda item 5

MH said he was told of an unused parcel of land behind the Royal Oak accessible only from the Hyde Lane car park. This might be suitable for parking. Parking on one side of the High Street used to be herringbone, but was changed to parallel parking due to Highways safety concerns. With a change to 20mph parking, this might again be a viable and cost effective way to increase parking.

MH said that the current thinking, based on advice from O'Neill Homer, was to have a targeted, rather than general, call for sites. MJ thought that the process had to be seen to be fair, but given the full review of all sites undertaken, this targeted approach would be reasonable.

WG 2 on Social: MA7-MA9

MA7: Health services

ACTION: c/f: PC to draft specifications for new premises for the surgery, to reflect legal requirements. Then a meeting between MH, SP, WCC and the CCG to be set up

MA8: Sports

Members referred to the work by SH, listing current sports and amenities sites, and sports groups' wishes for additional grounds. Members thanks SH for her substantial work on this topic.

MA9: New cemetery

A possible site on the Common adjacent to the current cemetery was not deemed suitable.

ACTION: SP to provide criteria and methodology required for a cemetery, and to establish ownership of land North of the golf course.

ACTION: BR to ask Marlborough College if they had any land that might suitable for a cemetery.

WG3 on Design and Environment: MA10-MA15

MA10: Design guidance for Marlborough

There are about 5 policies from the now defunct Kennet District Council that have not been replaced or updated by WCC; these need to be reviewed. SD also provided some

documents from the 1980s regarding the town centre which included some relevant guidance on the general visual appeal of the town

ACTION: MH to identify someone to review the heritage statement and other old policy documents to see what might still be relevant

MA 11: Design guidance for Manton

Cllr Cooper has been asked to review the Manton conservation statement.

MA12: Design guidance for Mildenhall

DW has drafted a paper for the Mildenhall Parish Council to consider the Mildenhall conservation statement, and whether it is still deemed to be valid. (The paper also includes the proposed housing sites and missing footpath).

MA13: Green infrastructure

SH work in this area (linked to that for MA8) needs MTC to provide information on the areas of the identified green spaces. The need for an artificial pitch had been raised by WCC and the rugby club. MH noted recently identified concerns that the material used for 3G pitches might be carcinogenic.

ACTION: SP to provide information on size of sites

MA15: Valued landscapes

GS's paper on this is a very useful draft. A meeting is set with AONB Planning Officer Rachel Davis on 12 September including MH, GS, SH.

ACTION: MH, GS, SH to set up a pre-meeting to put together the agenda for meeting with Rachel Davis on 12 September

ACTION c/f: SH to meet with ARK

Members raised concerns at the lack of progress with the new footpath up to St Johns from Salisbury Road.

ACTION: MJ to check with Highways Dept on the new footpath

DW noted the position regarding the missing section of the footpath from Mildenhall to Marlborough. The owner to the relevant field is Mr Bull.

ACTION: MH to approach Mr Bull, and his name to be added to the call for sites list

3. Next O'Neill Homer Meeting – Consider agenda

It was agreed that a composite review meeting, including all the working groups, be set up with O'Neill Homer between the 12 and 27 September.

ACTION: SP to set up meeting with O'Neill Homer

4. MANP Mapping Requirements – Paper from Cllr Cairns

ACTION c/f: SP to get a quotation for Pear for providing mapping in line with PC's paper circulated for the July SG meeting.

5. Town Centre Benchmarking

MH said that he had received a quotation from Mike King to update the benchmarking exercise he had completed in 2014 on the town centre. This was for £2500. As a separate parking survey had recently been done, this could be curtailed to include only information since that review, which might reduce the costs.

Members agreed that this benchmarking exercise would be valuable.

ACTION: MH and SP to request a revised quotation, and, if acceptable, to progress the work

6. Finances

A Finance update will await the next meeting on SP's return.

7. AOB/Next Meeting

Approach to O'Neill Homer by Marlborough College BR said that the College might wish to consider O'Neill Homer to provide some consultancy on housing. MH did not consider that this would be a problem; it would be for O'Neill Homer to decide if they had any conflict of interest.

Marlborough College as landowner: MH confirmed that the College would be approached about whether they had land available not only for housing, but also for other uses, such as the cemetery, or parking.

Great West Way tourist initiative: MH sits on the MTC committee that is involved in this, and will pass on any information if there are proposed actions which have implication on land use.

Next meeting – The next meeting will take place on Thursday, 27 September 2018 at 1:30pm in the Council Chamber.

DW - September 2018