



# Marlborough Area Neighbourhood Plan

## Steering Group Meeting Thursday, 31st August 2017 at 1.30 pm Council Chamber, Town Hall, Marlborough

**Present:** Cllr Mervyn Hall (Chair) [MH], Peter Cairns (Vice-Chair) [PC], Noel Barrett-Morton [NB-M], Susanne Harris [SH], Ian Mellor [IM], 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 Cllr Stewart Dobson, Morgan Jones, Dr Sam Page and Sir Nigel Thompson.

MH confirmed that the Town Council had discussed the revised application by Redrow for development on land off the Salisbury Road which involved a change in the mix of housing, something largely brought about by the evidence supplied in MANP's Housing Needs Analysis. The application would be discussed by WC's Strategic Planning Committee on Wednesday, 13<sup>th</sup> September at County Hall.

IM reminded all that a scoping exercise needed to take place as part of the drafting of the Plan as well as a vision statement, topics and objectives.

There were no other matters arising not already covered in the agenda.

### 2. Countryside & Recreation Working Party

SH confirmed that the WP had met to review the work already undertaken by the committee under the chairmanship of Justin Cook and she outlined discussion and actions from that meeting. Main points were:

- The committee now comprised of SH, PC, SNT and Anna Forbes (ARK)
- The input from sports clubs had been invaluable and a letter would be sent thanking them for their participation in the process
- The information provided by the WC Open Spaces Study and Playing Pitch Strategy gave weight to findings and desired outcomes
- Anna Forbes had offered to make presentations to the NPSG about the MARIS project and SUDS (Sustainable Drainage Systems)
- Ordnance Survey produced a map of green spaces which would be useful but needed enhancement by WC
- There was a lack of facilities at the Recreation Ground at Salisbury Rd and the Village Green at Elcot Lane (e.g. toilets, changing rooms). It was felt that the Boxing Club could possibly offer up some of its facilities. Current refurbishment work at the Community Centre at Salisbury Road would go some of the way to meeting requirements

- There had been useful input in letters from the Ramsbury Estate, the NFU and the Forestry Commission (the latter confirmed that it was committed to protecting its SSSIs, ancient oaks, grazing land and had no plans for development)

Additional Cemetery Space – It was felt that an extension across land adjacent to the current site at Frees Avenue (next to the composting area would be ideal (and where planning permission had been as granted for a car park a number of years previously.) It was necessary to calculate how much space was needed to accommodate cemetery requirements.

Next Steps for WP – These were:

- That all information from sports clubs had been obtained (these could be brought back in at a later stage, if necessary). However, more liaison was needed with the Tennis Club (especially now that building of new courts was well underway). Some input had been received from Marlborough Youth Football Club (MYFC) but more engagement was needed with Marlborough Town Football Club.(MTFC)
- To ask Cllr Dobson, as the Unitary Cllr sitting on the NPSG, about plans around the Leisure Centre
- To ask Marlborough College for a statement to confirm its continuing commitment to share sports facilities
- To ask Sport England for input on Neighbourhood Plans
- To arrange a meeting with St John's to discuss recreation and sporting needs
- To prepare a paper for the NPSG on requirements for any new cemetery space.

All thanked SH for her comprehensive verbal update

**ACTION:** **BR** to seek the issue of the statement on shared sports facilities. **SP** to pass **SH** information about the process for dealing with land for cemeteries. **SP** to pass both Football Club contact details to **PC**

### 3. Business & Employment Working Party

**BR** circulated a note on various meetings undertaken as part of the exercise to enhance the poor response to the business survey and in a targeted fashion. These meetings had taken place with Marlborough Surgery, the Marlborough High Street Retailers Association (MHSRA) and the Chamber of Commerce.

A common theme was parking. Also that there was not enough evidence to justify a new Business Park. That said the industrial park had been successful and it was felt that this was largely due to available free parking but, a drawback was the remoteness of the site to the town centre. The slow rolling out of superfast broadband was also a key concern.

Next Steps for WP – These were:

- To consider whether any further targeted consultation was necessary
- To consider if there was enough evidence gathered to robustly justify the need (or not) for a new Business Park
- The need for input from a commercial land agent for the area

All thanked BR for the work undertaken on 1-2-1 meetings

**ACTION:** **SP** to pass **BR** contact details for commercial land agent at Carter Jonas

### 4. In-house Consultation

SH circulated pareto charts in relation to overall feedback to in-house Housing and Amenities and Countryside and Recreation consultations. Top priorities were:

Housing an Amenities - affordable homes, GP facilities, schools and infrastructure were at the top of the list of public concern

Countryside and Recreation - sport, leisure, recreation, saving green spaces, the AONB and safeguarding the natural environment.

Overall consultation feedback was now needed for the Business and Transport sections.

All thanked SH for compiling the pareto charts and DW for drawing together all initial comments into the master spread sheet.

**ACTION: BR to complete consultation work on business. SH to contact DSP on overlapping on some transport feedback. SH to pass data on memory stick to SP as back-up safeguarding.**

## 5. Public Meetings

SP confirmed that Cobweb Consulting and Mike King of People & Places could provide feedback presentations at public meetings in the autumn. She had also received confirmation that funding for this could be applied for under the DCLG Neighbourhood Planning Grant Scheme. It was agreed that dates in October should be identified for the public meetings.

**ACTION: SP to liaise with Cobweb Consulting and People & Places about suitable dates. Also to apply for grant funding to cover these costs and to book WC's electronic voting system for the event(s).**

## 6. Draft Wiltshire Housing Site Allocations Plan

All agreed that a MANP response should be fed back into the consultation. MH confirmed that this would help to inform the Town Council's own corporate response. The reply should cover:

- On housing, Wiltshire Council documents deal with numbers only which don't give a true reflection of the needs of the community and do not address the proper mix of housing needed
- That the village of Mildenhall is excluded from the documents and does not appear anywhere in the WCS
- An explanation is needed on why Manton is not included within the boundary for Marlborough – it is part of the town and falls within the town's boundary (it has done since 1934)
- That WC should not lose sight of infrastructure requirements set out at para.2.5 of the Community Area Topic Paper for Marlborough

IM reminded all that the Neighbourhood Plan could set out settlement boundary changes and the NPSG should consider this.

**ACTION: SP to respond to the consultation ahead of the 22 September deadline.**

## 7. Disposal of St Peter's School

MH confirmed that a letter had been drafted between SP, IM and himself to Cllr Toby Sturgis (copied to all Cabinet Members, local Unitary Cllrs and relevant officers) which had been formerly supported by the Town Council. An acknowledgement had been received but no substantive response. The Cabinet would be discussing the disposal at its meeting on Tuesday, 12<sup>th</sup> September which was to be attended by MH and IM.

**ACTION: SP to register MH and IM to speak at the Cabinet meeting on 12 September**

## 8. Call for Land

MJ had sent guidance on best practice for the process of identifying land. Any call for sites should be inclusive of all landowners. This should be discussed by the relevant WP as soon as possible.

**ACTION: SP to arrange a meeting of the Housing WP to look at the next steps in any call for land and to invite MJ to attend**

**9. Website**

PC confirmed that there had been some delays with the website but, it was gradually taking shape with updates being added. PC thanked DW for preparing an executive summary for the website which would be posted as would the pareto charts produced by SH.

**ACTION: MH's executive summary to be re-sent to PC**

**10. Finance**

SP confirmed that the balance of the revenue budget line for 2017/18 was £2,152.64 and Ear Marked Reserves stood at £20,102.35

**11. AOB/Next Meeting**

There was discussion around the reasoning behind the now defunct proposal for a bypass and the purchase by WC of the Salt Depot (thought to be connected with this) and what covenants might be attached to that land.

**ACTION: SP to discuss this with WC Cllr Dobson**

The next meeting would take place on **Thursday, 28<sup>th</sup> September 2017 at 1.30pm in the Council Chamber.**

**Town Clerk**

**5<sup>th</sup> September 2017**