



Marlborough Area Neighbourhood Plan

**Virtual Steering Group Meeting
Thursday, 7 May 2020 at 1.30pm
Town Council Offices, 5 High Street, Marlborough**

Present: Cllr Mervyn Hall (Chair), [MH], Noel Barrett-Morton [NBM], Cllr Peter Cairns [PC], Cllr Stewart Dobson (WC), Susanne Harris [SH], Morgan Jones [MJ], Simon Mills (Preshute Parish Council) [SM], Shelley Parker (Town Clerk) [SP], Bill Roe (Marlborough College) [BR], Deborah Schofield (Transition Marlborough) [DS], Guy Singleton (Savernake Parish Council) [GS], Sir Nigel Thompson [SNT] and Deirdre Watson [DW]

Glossary of Terms: ARK – Action for the River Kennet - CCG - Clinical Commissioning Group – CLT – Community Land Trust - HNA – Housing Needs Assessment – KAMP – Kennet & Avon Medical Partnership - LP – Local Plan – MHCLG - Ministry of Housing, Communities & Local Government - MTC – Marlborough Town Council – NA - Neighbourhood Area – NFU – National Farmers Union - NP – Neighbourhood Plan – NPPF – National Planning Policy Framework NPSG – Neighbourhood Plan Steering Group – OH – O'NeillHomer - PC – Parish Council – PPG – Patient Participation Group – SA – Sustainability Appraisal - SHELAA – Strategic Housing and Economic 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. Welcome/Apologies/Clearance of Minutes

MH welcomed all to the meeting, particularly new member, Simon Mills, representing Preshute PC. There were no apologies received. All agreed that the minutes of the meeting of 24 February were a true record.

2. General Update

The following brief update was given by SP:

Legislation and Referendum – As already confirmed, neighbourhood planning referendums scheduled to take place, between 16 March 2020 and 5 May 2021 are postponed in line with the Local Government and Police and Crime Commissioner (Coronavirus) (Postponement of Elections and Referendums) (England and Wales) Regulations 2020 until 6 May 2021. Advice about the importance of moving forward with Regulation 14 and towards referendum had been circulated by OH.

Regulation 14 – Some local authorities have issued advice that Regulation 14 should be delayed as public consultation could not *physically* take place during the COVID-19 lockdown. However, WC had shown a pragmatic approach and given advice about how public engagement could still take place in line with Reg 14. For example, extending from the usual 6 weeks, the minimum consultation period, to say 10/12 weeks to allow sufficient time and opportunity for people to look at documentation (Neighbourhood Plan and supporting evidence) or to receive a copy of the NP by post for those with no internet access.

Landowners – Thursday, 19 March had been set aside for meetings with landowners and OH. A meeting with WC officers and a Steering Group meeting had also been scheduled for that day – all were cancelled due to the pandemic. Neil Homer was keen that these meetings with landowners be re-instated soon (this could be done virtually).

Town Character Assessment – Consultants, SageGray-Architects, had responded to points raised during the NPSG meeting on 24 February. SH confirmed that there remained a handful of outstanding points including some within the parishes. A

separate meeting should be held to go over those points then the document could be finalised.

Pre-Submission Plan – Following the 24 February NPSG meeting, comments had been passed back to OH. V6 would be circulated following the meeting.

Virtual Consultation on development of the Former Police Station – A reminder was given about the virtual meeting on 12 May at 11am. All NPSG members had been sent Microsoft Teams invitations by the Police and Crime Commissioners Office. A number of potential issues were discussed about the proposed development of 24 dwellings (historic masonry, affordable housing, openness of site from George Lane, the boundary wall, zebra crossing, etc), all of which could be raised at the meeting.

ACTION: SP to re-instate meetings (virtually) with landowners and WC. Also, to set up a meeting to discuss the Town Character Assessment.

3. Draft Sustainability Appraisal

All were reminded that the Sustainability Appraisal (SA) incorporated the Strategic Environmental Assessment (SEA) and that the SA covered wider sustainability issues too. MH confirmed that this had been circulated to all members for comments (some had already been received). In normal circumstances, this would be reviewed at a meeting, page by page, but this would not be possible. All were asked to send written comments to SP to pass on to OH. Points raised during the meeting included:

- Uncertainly raised about sites within the tables
- That the non-technical summary was long and weighty and might have been better used to highlight the main points
- Overall, on site selection, the tone was of identifying the best of the worst rather than the best of the best.

ACTION: ALL to pass on written comments to SP for OH as soon as possible

4. Working with O'Neill/Homer

With setbacks caused by the pandemic, the need for more discussion around housing numbers linked to the review of the Local Plan and liaison with landowners, more reliance would be needed on OH. A new timeline should be drawn up. It was suggested that it would be sensible to work back from May 2021, our new referendum target. MJ made the following points:

- When thinking about a timeline, it would be sensible to be satisfied with the Pre-Sub-Plan consultation at Regulation 14 and feedback from the public and statutory consultees. Amendments may need to be made to the Plan because of these findings. The updated Plan would need to address any concerns before moving onto the next stages. Regulation 16 involved further scrutiny and consultation by WC and then review by an Independent Examiner. All of this involves long consultation time periods which may be further lengthened due to the current pandemic
- An 'emerging' Neighbourhood Plan will be given weight by the LPA.

MH suggested that a September date for Regulation 14 consultation should be considered.

ACTION: MH to draw up a timeline for the next meeting

5. Finance

SP confirmed that £2,458 remained as an ear marked reserve and there was a 2020/21 Town Council budget for Neighbourhood Planning of £2,000. No funds had been requested from the 3 parishes. SP had applied for funds from the Locality scheme to cover consultants' fees.

6. AOB/ Next Meeting

Infrastructure – PC asked how the Plan could better address infrastructure issues.

Education Issues – MJ asked what feedback there had been to letters issued by WC, particularly relating to education needs. This was to have been discussed at the cancelled 19 March meeting (see para.2 above)

ACTION: SP to pass PC's question to OH and set up separate meeting with WC

Next Meeting - This would take place, virtually, on Thursday, 28 May at 1.30pm.

Town Clerk

12 May 2020