



# Marlborough Area Neighbourhood Plan

**Virtual Steering Group Meeting  
Thursday, 16 July 2020 at 1.30pm  
Via Zoom**

**Present:** Cllr Mervyn Hall (Chair), [MH], Noel Barrett-Morton [NBM], Cllr Peter Cairns [PC], Cllr Stewart Dobson (WC), [SD], Susanne Harris [SH], Neil Homer (ON) [NH], Morgan Jones (WC) [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 – **BCS** – Basis Condition Statement - **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 and also Site Assessment - **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/Update

MH welcomed all to the meeting. There were no apologies for absence. All agreed that the minutes of the meeting 25 June were a correct record.

### 2. Preshute Parish Council

MH explained that, on 8 July, there had been a meeting with Simon Mills, MANP representative to Preshute Parish Council (also attended by MANP, OH and WC - notes circulated with the agenda) and it had been clear that there still remained some lack of understanding about the NP process. In closed session at a Parish Council meeting on 14 July, Preshute Councillors had, disappointingly, voted to withdraw from the MANP. No statement had yet been received, but a copy of an email to WC had been side-copied to the Town Clerk confirming this.

The NA would now have to be re-designated. It would have an impact on the Barton Dene site, part of which fell into Preshute parish. It was not yet clear how this would affect the landowner's development proposals as the site would be reduced and confined to be within the town boundary. This would need to be clarified.

Press Statement – All agreed that a press statement should be prepared as well as letters to Marlborough, Mildenhall and Savernake parish councils explaining the re-designation of the area and that this would, hopefully, cause minimal disruption to the overall process. NH suggested that the Basic Conditions Statement prepared by OH could help with this.

Possible Site Options - Assuming that a smaller Barton Dene site was agreed, with an overall figure of 175 houses needed, 94 of which had already been identified, there would be 81 homes to find. One option would be to revert to another site that had been shortlisted. This might be the site behind the existing Salisbury Road (Redrow) site put forward by The Crown Estate (known as site D during the informal 2019 informal consultation). It would though need to be smaller with 50 homes rather than the original 98

proposed. It also adjoined the Cherry Orchard site and offered connectivity between the eastern edge of the town and its centre in terms of pedestrian and cycling routes. No agreement to this could be made without proper discussion and sight of a concept plan. This should be fully discussed as soon as possible so as not to further delay the process. The SA/SEA would also need to be amended to reflect changes. Proper process would need to be followed.

OH had anticipated a possible withdrawal (not unheard of in multi-parish Neighbourhood Plan) and had already looked at possible contingencies in terms of alternative sites. It was not originally selected to go forward as an allocated site as it hadn't performed as well as others. Like with all sites, Site D brought environmental effects (e.g. problematic ecology issues, increased traffic at Salisbury Road) that would involve introducing mitigating measures

Affordable Housing – MH confirmed that the additional work requested of Cobweb Consulting had confirmed that 600 plus houses would be needed up to 2036. This was far greater than could be provided but gave firm evidence of need.

Process for Re-designation of Neighbourhood Area – NH explained that an amendment to the Neighbourhood Planning 2017 Act, enabled an area to withdraw, then the LPA to amend the NA boundary and re-designation to take place without full public consultation. This was covered in Planning Policy Guidance. It would allow Regulation 14 to move in parallel with the re-designation process so not delay things further. Confirmation would be needed on this from WC.

Pre-Submission Plan, Policy Maps and Site Assessment Report – These documents would need to be amended to reflect Preshute's withdrawal and submitted to the NPSG for approval. Pear Technology would be informed about changes.

**ACTION: ALL to attend additional NPSG meeting on Thursday 23 July to discuss site options. NH to prepare letter for parish councils. MJ to investigate new re-designation arrangements. NH to amend Pre-Sub (V8) and Site Assessment Report for discussion at next meeting. SP/MH to contact Marlborough College to update on withdrawal of Preshute PC. NH to finalise Basic Conditions Statement for circulation**

### 3. Regulation 14

Information about how to approach the consultation around Regulation 14 provided by MJ had been circulated prior to the meeting. Mike Kilmister, Neighbourhood Planning Manager, had offered to discuss this and share his experience with the NPSG. Main discussion points included:

- That there would be a 10-week consultation period
- That vacant shops should be approached for using empty windows for displays
- That the Council Chamber or former Conservative Club could be set aside for a static exhibition
- That the website and social media channels would be key
- Promotional videos may be an option
- That the additional £1,000 grant from Locality should be used for this
- A leaflet could sit alongside website promotion

The timetable would be clearer once the re-designation process was confirmed, but preparation should go ahead.

**ACTION: SP/MJ to organise briefing session with Mike Kilmister**

### 4. Finance

SP confirmed that the balance in the ear marked reserve was £9,058 (the Locality grant for £6,600 has been received) and £2,000 remained in the revenue budget. Invoices from O'NeillHomer, Cobweb Consulting and Pear Technology were expected which would

deplete balances. An application for further grant for £1,000 was currently being submitted to Locality.

**5. AOB/ Next Meeting**

**Website** – DW was happy to work again on any updates to the website pages around Regulation 14 and other information.

**Next Meeting** - This would take place, virtually, on Thursday, 23 July 1.30pm.

**Town Clerk**

**21 July 2020**

DRAFT