



Marlborough Area Neighbourhood Plan

Steering Group Meeting Thursday, 29th June 2017 at 1.30 pm Council Chamber, Town Hall, Marlborough

Present: Cllr Mervyn Hall (Chair) [MH], Peter Cairns [PC], Noel Barrett-Morton [NB-M], Morgan Jones (WC) [MJ], Susanne Harris [SH], Ian Mellor [IM], Shelley Parker (Town Clerk) [SP], Bill Rowe [BR] (Marlborough College), Sir Nigel Thompson [SNT] and Deirdre Watson [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 - **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 and Dr Sam Page. There were no matters arising not already covered in the agenda.

2. Housing Report

MH reported that there had been good press coverage of the Housing Report which had now been published. There had also been BBC Wiltshire radio interview covering the need for more affordable housing in Marlborough which made direct references to the evidence set out in the Cobweb housing analysis particularly the need for smaller, affordable homes. MH also confirmed that the Town Council had met with representatives from Redrow to discuss its planning application and had requested a better mix of housing to enable less large detached homes replacing them with 1/2/3 bedroomed homes. MJ confirmed that he had discussed this possibility with Redrow and was awaiting the outcome.

3. Public Meetings

All agreed that feedback on consultation including through public meetings would be important to the process. There should be separate meetings for the Housing and Parking consultations.

ACTION: [SP] to approach Cobweb about attending a public meeting to help explain findings and the costs.

4. Car Parking Study

Mike King and a fellow consultant (both from People & Places) had spent 4 days in Marlborough the previous week collating information about parking as briefed by the Car Parking Working Party. This dealt parking in the town on 4 different days and would provide evidence of parking patterns, helping to lead to conclusions about capacity and whether there was a real need for more land for parking. This visit had been covered on the MANP and MTC websites.

An online survey would be live soon. It was felt that a 6 weeks consultation period (seen as best practice) should be allowed to enable proper feedback. Some amendments had been

made by PC in consultation with NPSG members. Once final, he would circulate a link so all could undertake a sanity test on it and pass comments back.

ACTION: PC to circulate link for comments by NPSG members

5. Countryside and Recreation Working Party

SH gave a brief overview of this Working Party and felt that more representatives were needed on the group. Currently there were only 2 members of the NPSG on this (SH and SNT). Other main issues discussed were:

- The need to appoint a Vice Chair – this could be done by the WP itself
- Representatives were needed from sports organisations. (The Leisure Centre had already expressed an interest in being involved)
- Land for sports and recreational use was paramount– it was already known that more land was needed by the Rugby Club (18 acres). Sports pitch needs were already set out in WC's Playing Pitch Strategy (to which the Town Council had already contributed)
- The WC Open Spaces Strategy too was an important document which set out what further open space, play and recreational land was needed in the area
- A better understanding on the availability and ownership of land at The Common was needed
- The need to identify land for a new cemetery was well known
- The Allotment Association also expected the need for new allotments to be included in this work
- The reports from the Ramsbury Estate and the NFU both provided good evidence

The next WP meeting date would be set soon.

ACTION: PC to join WP. MJ to prove final versions of Playing Pitch and Open Spaces Strategies. SH to arrange for a WP meeting.

6. Business & Employment Working Party

BR outlined what had been discussed at the WP meeting on 26th June. It was felt that there had been a poor High Street response to the Business and Employment Survey which may not be seen as robust evidence by an Inspector. For example, only anecdotal evidence was available from retailers. More work was needed. It was felt that a targeted approach was necessary to include the Chamber of Commerce, Marlborough High Street Retailers Association, the Doctors Surgery and Marlborough College. Main points discussed were:

- The survey highlighted needs for small business units, better parking and faster broadband (that said available units were not being taken up with spare capacity in Manton, fibre optic broadband had been installed in Marlborough but things were slower going for outlying villages)
- Office use in town was not being taken up with an increase of planning applications for change of use
- Business units close to the town were popular (i.e. those in Elcot Lane)
- There was a need to analyse what inward investment had taken place in the Neighbourhood Plan area
- The High Street was self-sustaining – other types of businesses may need accommodation
- The need to attract young people into jobs was frustrated by the lack of affordable housing for them
- Evidence of job vacancies was needed
- Employment land was already allocated under the WCS and its policies sought to protect employment site (though this can be overruled i.e. at Granham Hill)

ACTION: BR to arrange WP meeting and move ahead with targeted approach to strengthen consultation response.

7. Website

PC confirmed that the day to day running of the website now rested with MANP/MTC with InTouch providing a support role only. He continued to deal with some content issues. A Data Protection Statement was circulated based on one used by the NP group in Leamington Spa. This was agreed.

ACTION: Comments on the website to be passed to PC. Posts for website to be passed to SP.

8. Finance

SP confirmed that the balance of ear marked reserves for the MANP was £26,902. (It was important to remember that this looked healthier than expected as the Town Council had, since the start of the NP process, put an annual revenue budget line in of £2,500 which was spent before moving into ear marked reserves). The revenue budget balance for 2017/18 was £2,152.64.

The £1,900 for the Car Parking Survey was treated separately as it had been funded through a grant via DCLG.

9. AOB/Next Meeting

Site Allocation Consultation – This was about to go live. MJ explained that WC was allocating sites to ensure need is met. Where there was an outstanding requirement, WC looked to allocate a site. In MANP's case, only small numbers were needed so not included as part of the soon to start WC consultation.

Outstanding Consultation – SH requested that by the next meeting all analysis of in- house consultation should be concluded. SH had already provided members with a table of completed and outstanding consultation work.

St Peters School – IM asked that the NPSG takes this up with WC. MH explained that the Town Council had already requested that it be invited to join discussions at the pre-application stage. However, this had been refused. It was suggested that a letter instead be sent to the WC officers dealing with assets. IM also enquired about whether the Rabley Wood site had yet been sold to developers.

ACTION: BR to complete consultation analysis for Minal and Savernake. SP to write to the Estates/Property Services team at WC about the MANP interest in St Peter's School and request a meeting. MJ to investigate whether land at Rabley Wood had been sold to developers

The next meeting would take place on **Thursday, 27th July 2017 at 1.30pm in the Council Chamber.**

Town Clerk

July 2017