BROAD HINTON, WINTERBOURNE BASSETT AND UFFCOTT NEIGHBOURHOOD PLANNING STEERING GROUP MEETING

Thursday 18th September 2025, 19:00 – 21:00
Broad Hinton Village Hall

MINUTES

Present:
Mark Miller (MM) (Chairman)
Adam Gilmore (AG) (Secretary)
Ade Rudler (AR)
Kate Marshall (KM)
Liz Moakes (LM)
Liz Palfrey (LP)
Malkit Banga (MB)

Apologies:
Steve Sumner (SS)
Damian Le Gresley (DLG) (Treasurer)

1. Introduction, apologies for absence, declaration of interests; quorate declaration.

MM welcomed all to the meeting and requested any declarations of interest. No declarations of interest were received. The meeting was declared quorate.

2. Minutes of the Meeting held on Thursday 13th August 2025.

The minutes were approved.

3. Matters Arising

ALR has requested a 6-month sabbatical as she is travelling. The meeting agreed to this.

4. Review actions

AG reviewed the actions that had been completed since the last meeting.

Done since last meeting

ID	Owner	Title
452	AG	Review each SG response and turn into clear actions
454	AG	Review WC meeting notes and turn into clear actions
455	AG, DLG	LS questions document
456	DLG	Contact LS and give update on the secured funding
457	AG	HH questions document
458	LM	Update Fig 17 indicative master plan
459	LM	Create an Amenities Zone map for pg38
460	AG	Arrange WHCC meeting to discuss Reg 14 feedback
461	AG	Write up HH meeting minutes and circulate
463	AG	Contact WC for question responses
464	DLG	Site W3 meeting agenda and arrange
465	DLG	LS question feedback circulate
466	AG	PC meeting agenda - new facilities
467	AG	HH discussion points

Todo/In Progress/Blocked

ID	Owner	Pri	Status	Title
290	DLG	2	WIP	Consultation Report (R16)
453	AG	2	WIP	Review each feedback point has a SG response
382	AG	2	TODO	Landowner agreement (R16)
438	AG	2	TODO	Promotional videos for social media
462	AG	2	TODO	Send draft NDP to LS for review
468	AG	2	TODO	Options for describing facilities requirements
469	AG	2	TODO	Example facilities costs update

5. Finance

AG updated the meeting on finances and that there had been no expenditure except village hall meeting room hire.

6. Regulation 15 review

AG presented the updates to the NDP.

- Removal of settlement boundary policy – change to Policy BHWB7 on advice from Wiltshire Council.
- Change of redline boundary for Site B2 – to exclude the cricket pitch.
- New infill policy
- New blue infrastructure section and policy **-** to address feedback from the Environment Agency and Thames Water.
- New key views (x3) – change to Policy BHWB14 and addition of views carried over from the Conservation Area Management Plan.
- Amenities zone and policy changes – more detail where we want the new amenities and a change to Policy BHWB2
- Removal of permitted development rights – change to Policy BHWB3.
- Change of local connection policy – removal of the final sentence as it was ambiguous.
- Various changes to Policy BHWB6 – design, footpath provision, and additions from Wiltshire Council feedback.
- Various changes to Policy BHWB5 – play area, pedestrian and cycle access, road access, updated masterplan, and additions from Wiltshire Council feedback
- Policy wording to strengthen support for development within the National Landscape.
- Addition of heritage map - showing WHER locations, as well as designated heritage assets and scheduled monuments.
- Support for community-owned businesses – change to Policy BHWB15 with words to specifically support community owned businesses.

The meeting discussed the amenity zone and our intent to ensure that the cricket pitch is protected. Previously, the SG had considered allocating the pitch as a LGS, which provides significant protection, but restricts even small adjustments to the boundary. The other option considered was to exclude the pitch entirely from Site B2 redlines. The meeting decided to exclude the pitch from the Site B2 redlines. As WHCC were currently arranging their new lease, we would need to ensure that the redlines in the NDP match those in the new lease.
ACTION: MM – get update on the new lease from WHCC and availability of the land around the pitch and current pavilion.

The meeting discussed the aspiration of using the cricket pitch and surrounding space for sports playable in winter, as this would help with the viability of WHCC. The meeting was unsure what planning permissions may be required for adding harder surfaces in the future.

ACTION: AG – research planning permissions required for sports surfaces.

The meeting discussed the extent of the amenity zone on the masterplan and the benefits/risks of including the northern area of the site around the existing pavilion. The meeting agreed that we should keep the amenity zone extent to the southern edge of the outfield.
ACTION: AG – update amenity zone extent to the southern edge of the outfield once we have the new lease boundary.

The meeting discussed the risk of having to re-consult the community where we are making potentially material changes to the plan. We wanted to avoid this if possible and we would request a risk assessment from WC.
ACTION: AG – request Regulation 15 risk assessment from WC.

KM raised the point that, as well as the technical requirements for listing Reg 15 changes to the NDP, we should make sure that we explain to the community clearly what changes we have made in response to their feedback and that of other consultees.

7. Regulation 15 approval

AG described the process of getting from an updated NDP doc to Regulation 16 submission.

1. SG complete the NDP document updates
2. SG approve the Regulation 15 documents
3. PC approve the Regulation 15 documents
4. PC submit the Regulation 15 documents to WC for Regulation 16 consultation.

As we still have some outstanding National Landscape feedback, document updates, and we need a change risk assessment from WC, we were unable to set a SG approval date. However, we will arrange a tentative date with the PC for their approval and work back from this date.
ACTION: AG – arrange Regulation 15 approval meeting with the PC.

8. Comms for September

The meeting discussed whether we have anything substantial to communicate and it was decided we should post an update on progress.
ACTION: KM/LM – post updates on Facebook and Local News.

9. AOB

AG asked if the meeting would like to arrange a Christmas dinner for the SG. It was agreed we would.
ACTION: KM – poll SG on dates and locations.

The next meeting will be Thursday 16th October 2025 19:00 – 21:00 at Broad Hinton Village Hall. There being no further business, the meeting closed at 20:50.
ACTION: AG – book NDP SG monthly meeting for October 16th.