

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

Thursday 10th August 2023, 19:00 – 21:00
Broad Hinton Village Hall

MINUTES

Present:

Mark Miller (MM) (Chairman)
Adam Gilmore (AG) (Secretary)
Damian Le Gresley (DLG) (Treasurer)
Ade Rudler (AR)
Alex LaRoche (ALR)
Kate Marshall (KM)
Liz Moakes (LM)
Peter Cole (PC)
Steve Sumner (SS)
Tammy Beach (TB)

Apologies:

Chris Wilson (CW) (Vice Chairman) – Leave of Absence
Liz Palfrey (LP)
Malkit Banga (MB)
Peter Barry (PB) – Leave of Absence

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

MM welcomed all to the meeting and requested any declarations of interest, there were none. The meeting was declared quorate.

MM notified the meeting that Tony Iles had resigned from the Steering Group. MM thanked him for all the work he had done for the Neighbourhood Plan in the past year and a half.

2. Minutes of the Meeting held on Thursday 13th July 2023

The meeting agreed that the minutes that were circulated were correct.

3. Review actions

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

Done since last meeting

ID	Owner	Title
192	LHN WG	Produce registered providers and CLT questions
197	All	Engagement plan
207	AG	Open meeting proposal
210	AG	Post Wiltshire Climate Alliance meeting
211	SC WG	ACV submission – The Crown
213	LCE WG	Community volunteer engagements
215	LM	Seend CLT meeting
216	AG	Book VH for Offsite
217	AG	Agenda for Offsite
218	AG	Get dates and book VH and WB
219	AG, KM, LM, DLG	Plan to encourage attendance at Open Meetings
220	AG, KM	Comms - Edit for next Local News and online
221	DLG	Comms - Glossary of terms
223	KM	Post boxes and noticeboard to facilities report
224	AG	Local Plan car parks policies
225	AG, ALR	Recruitment post for shop group
227	TB, AG	Update NDHA list
228	TB, AG	Update LGS list
230	SS	Help with LE policy area
232	AG	Swindon HMA movement analysis

Todo/In Progress

ID	Owner	Status	Title
195	AG, TB	WIP	Flood/Water issues
212	LCE WG	TODO	Wiltshire Design Guide review
214	AG	WIP	WC RDO review chase
222	TB	TODO	Video proposal
226	TB, AG	TODO	Ecological map
229	AG	WIP	Update Key Views list
231	AG	TODO	Separate A4361 speed segments

- Sports Fields - LGS not recommended for sports fields (Cricket Club, School Field) as locks in location as well as amenity – NPPF already protects.
- Open Countryside – LGS can't include open countryside (Behind High St and Whettles/Vize Lane), designed to protect facilities “inside” settlements.

AG noted that the open meetings were a good opportunity to gather evidence from the community on Local Green Spaces, Locally Valued Non-Designated Heritage Assets and Key Views.

Getting Around

AG noted that the working group had identified proposed changes to the rights of way network based on feedback from the community.

ACTION: AG – Arrange meeting to discuss rights of way changes with WC, landowners, and Cllrs. Jim Gunter, Louise Skillen, and Lesley Catling.

Local Housing Needs

DLG presented a graphic that showed different options for housing allocation numbers, and how they addressed the housing needs identified in the AECOM analysis.

ACTION: DLG – Update presentation based on feedback from the meeting as this will be an important graphic to show at open meetings.

6. Open Meetings

AG presented the updated proposal for the agenda and structure of the September open meetings. The group discussed and agreed the proposed agenda.

- Introduction (10 mins) – short intro on where we are in the process and agenda for the meeting.
- Policy Area presentations (40 mins) – presentation by each policy area / working group to brief the community and spur ideas and questions.
- Breakouts (60 mins) – a table per policy area with maps, allows deep-dive on policy areas of interest.
- Discussions (5 mins) – Q&A and open discussion on the policies.
- Close (5 mins) – key feedback heard and next steps.

ACTION: MM/LM/KM/AG – Create Introduction presentation.

ACTION: WGs – Create Policy Area presentation for their area.

The group discussed who from the SG could attend each meeting and decided to structure the Breakouts using three tables with plenty of maps, pictures and other info displayed.

- Sustainable Community, Local Economy
- Local Character & Environment, Getting Around
- Local Housing Needs

ACTION: WGs – Decide what printouts they required for their table.

AG proposed that we have a printed feedback form that attendees could fill in at the open meetings. It was agreed to do this and provide an online version of the form for people to use if they choose.

ACTION: WGs – Provide Policy Area questions for feedback form.
ACTION: AG – Create feedback form for print and online using Google Forms.

7. Comms for August

KM presented the draft comms for Local News and online. The group discussed and made a few minor edits.

LM presented the poster and flyer for the Open Meetings and these were approved. LM asked for a “key fact” from each WG to add to the back of the flyer.

ACTION: WGs – Provide content for LM for back of flyer.

The group discussed where we would put the posters and it was thought that at the entrances to the three villages would be most effective.

ACTION: AG – Check with WC Highways if we can attach A2 correx posters to signs.

ACTION: LM – Order flyers and correx posters (if approved by WC Highways).

ACTION: TB – Print 10 x A3 posters and laminate for noticeboards.

SS offered to make some wooden stakes for the posters if we can't attach to signs.

AG presented the comms for recruiting a community shop steering group. Although, this has come from the research the NDP Steering Group has done, creating a community shop is not in scope for the NDP and would need greater community involvement.

ACTION: AG – Add community shop photo to post.

8. AOB

MM asked if there was any other business.

ALR asked if the landowners who were going to propose development could present to the SG before the open meetings. DLG noted that we had agreed to give them sufficient time to prepare for a subsequent community meeting in the Winter, so the September open meetings would be focused on our housing need and not landowner proposed solutions to that need.

MM asked if there was any other business - there was none.

The next meeting will be Thursday 14th September 2023 19:00 – 21:00 at Broad Hinton Village Hall.

There being no further business, the meeting closed at 20:45.