

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

Thursday 11th January 2024, 19:00 – 21:00
Broad Hinton Village Hall

MINUTES

Present:

Mark Miller (MM) (Chairman)
Chris Wilson (CW) (Vice Chairman)
Adam Gilmore (AG) (Secretary)
Damian Le Gresley (DLG) (Treasurer)
Alex LaRoche (ALR)
Kate Marshall (KM)
Liz Moakes (LM)
Liz Palfrey (LP)
Peter Cole (PC)
Steve Sumner (SS)

Apologies:

Ade Rudler (AR)
Malkit Banga (MB)
Tammy Beach (TB)

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.

2. Minutes of the Meeting held on Thursday 14th December 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
283	KM	Work hub feedback post
293	AG	Update CFR with bus info
295	AG	Arrange Design Code visit
296	DLG	Collate existing content (LHN)

Todo/In Progress/Blocked

ID	Owner	Status	Title
195	LCE WG	WIP	Flood/Water issues
213	LCE WG	TODO	Community volunteer engagements
265	LCE WG (AG)	WIP	Update LCE maps/docs
226	LCE WG	WIP	Ecological map
280	LCE WG (TB)	TODO	Key Views update
281	LCE WG (TB)	TODO	NDLHA update
282	LCE WG (AG)	HOLD	LGS/NDLHA consult owners
288	LCE WG	HOLD	Biodiversity report
294	AG	TODO	Document impact of various designations
264	SC WG (AG)	TODO	Community Energy group
284	SC WG (KM)	TODO	Unmet demand update
289	SC WG (AG)	WIP	Update Census 2021 data
239	GA WG (AG)	TODO	Rights of Way changes
268	GA WG	TODO	Lack of posts/fences for signs
279	GA WG	TODO	Cycle network assessment
267	LE WG	WIP	Identify and contact businesses
270	LHN WG	HOLD	Request SEA screen progress
271	LHN WG (LM)	WIP	Arrange CLT meeting
278	AG	WIP	Vision and Objectives preamble
290	AG	TODO	Consultation Report
291	All	TODO	Review draft plan
292	AG	WIP	Collate existing content in draft plan

AG noted that he had continued to chase Wiltshire Council Development Management team for guidance on the process for updating the Conservation Area Management Plan.

AG noted that AG,AR,LM,KM,LP and Peter Barry (PC Clerk) had met with AECOM design consultants on Tue 9th January for a tour of the villages, photographing key elements and a discussion on the themes we would like AECOM to address in the design code. Topics covered include history and heritage, conservation area, movement strategy and active travel, surrounding landscape and green infrastructure, topography and flooding, and architecture and materials.

AECOM had presented ways of engaging the community on design and supplied some examples of materials used previously. The group agreed that getting the community's thoughts on design was valuable and that we should run some form of engagement in the near future. The group had a discussion on how this might work (village hall event vs "drop in" vs online vs paper leaflet drop) and also on the use of photographs of the community. CW suggested that late February would be a good time as it would provide AECOM feedback in good time to deliver a draft design code for the end of March.

[ACTION: AG to write a proposal on a design code engagement.](#)

[ACTION: AG to speak to AECOM re: final support material and use of photos in an engagement and the design code document.](#)

Local Housing Needs

DLG gave an update on the LHN work and noted that the deadline for any further Tech Support from Locality was the end of January and that if the Wiltshire Council Strategic Environment Assessment (SEA) screen resulted in us requiring a full SEA (likely) then we would need to apply for this from April. DLG also noted that last FY, the government didn't make grants available for around 6 months after the start of this FY – there is a risk of delay of the SEA.

AG presented the site B2 landowner response to our questions that had been received earlier in the day. The group discussed topics including layout, access and facilities, and agreed that more time was required for everyone to read through the document.

[ACTION: AG to book landowner response review meeting on Teams on 18th Jan.](#)

Local Economy

CW gave an update on the LE work and noted that he had been attempting to contact various farmers, pubs and equestrian business owners. SS had previously spoken to some farmers and the general feedback had been that there wasn't any NDP related asks, except for faster internet connectivity. The group agreed that business owners had had many opportunities to give their views on the NDP and that this would be the final round of contact.

Getting Around

AG gave an update on the GA work and that there was still some outstanding tasks (see above) to complete. ALR noted that the CPRE had been organising cross-Parish working groups to be set up to look at improving Rights of Way across our area. Cllr Jim Gunter had agreed to be our Parish Council representative on this group and the GA working group would liaise with him.

LM noted that the government was making funding available for farmers to provide cycling infrastructure. AG mentioned that if a cycle track could join Uffcott to Chiseldon, it would be possible to cycle to Marlborough without having to climb Hackpen Hill and cross the Marlborough Downs.

6. Review “early draft” NDP

AG gave an update on progress of the draft plan. Several sections had been added, and links to the source content had been added to allow LS to put the correct words into the plan.

The group discussed how best to progress this and AG suggested putting together a master TODO document, with outstanding work required for each section.

[ACTION: AG to produce master TODO document and sync with LS.](#)

7. Comms for February

The group decided that this month’s comms should be about the design code and would publish a short article and the plan.

8. AOB

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

The next meeting will be Thursday 8th February 2024 19:00 – 21:00 at Broad Hinton Village Hall.

There being no further business, the meeting closed at 20:50.