

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

Monday 14th July 2025, 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)
Kate Marshall (KM)
Liz Moakes (LM)
Malkit Banga (MB)

Apologies:

Alex LaRoche (ALR)
Liz Palfrey (LP)
Steve Sumner (SS)

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 12th June 2025.

The minutes were approved.

3. Review actions

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

Done since last meeting

ID	Owner	Title	Notes
444	AG	Group comments by chapter	
445	AG	Arrange Site B2 owner's agent feedback meeting	
446	AG	Arrange Wiltshire Council feedback meeting	
447	AG	Arrange SG offsite	
448	AG	Draft June news article	
449	DLG	Proposal for funding from PC	Funding received
450	AG	Request Reg 14 response from school	MM, DLG, AG attending governors meeting on 16 th July.

Todo/In Progress/Blocked

ID	Owner	Pri	Status	Title	Notes
452	AG	2	TODO	Review each SG response and turn into clear actions	Actions to modify the NDP doc and Design Guide. Will be used in version control.
453	AG	2	TODO	Review each feedback point has a SG response	Ensure that we have public wording that addresses each point.
454	AG	2	TODO	Review WC meeting notes and turn into clear actions	Actions to investigate and modify the NDP doc, and for WC to respond.
290	DLG	2	WIP	Consultation Report (R16)	Start to populate based on LS template/example.
382	AG	2	TODO	Landowner agreement (R16)	We need agreement before we submit R16.
438	AG	2	TODO	Promotional videos for social media	For Referendum Show to people that don't use Facebook.

	Owner	Status	2025												2026											
			Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec		
Stage 1 - Scoping																										
Research (Initial, there will be ongoing)	SG	Done																								
Engagement / Comms (Initial)																										
Design leaflets and flyers	SG	Done																								
Distribute (paper and online)	SG	Done																								
Open meetings (x3)	SG	Done																								
Questionnaire and Key Facts																										
Design	SG	Done																								
Distribute	SG	Done																								
Collate	SG	Done																								
Analyse	SG	Done																								
Place Studios visit	SG	Done																								
Vision, Objectives and Priorities (draft)	SG	Done																								
Open Meetings	SG	Done																								
Vision, Objectives and Priorities (baselined)	SG	Done																								
Is a NDP the right approach to meet objectives?	SG	Done																								
Parish Council Stage 1 review	PC	Done																								
Stage 2 - Develop																										
Sustainable Community																										
Climate	SG	Done																								
Facilities	SG	Done																								
Policies	SG	Done																								
Local Housing Needs																										
Site Assessment	AECOM	Done																								
Site Selection	SG	Done																								
Housing Needs Assessment	AECOM	Done																								
Policies	SG/Con	Done																								
SEA & HRA Screening	WC	Done																								
Habitat Regulation Assessment (HRA)	WC	Done																								
Strategic Environmental Assessment (SEA)	AECOM	Done																								
Local Character and Environment																										
Review	SG	Done																								
Assess	SG	Done																								
Policies	SG	Done																								
Design Guide	AECOM	Done																								
Local Economy																										
Getting Around	SG	Done																								
Catalog	SG	Done																								
Assess	SG	Done																								
Policies	SG	Done																								
Open Meetings	SG	Done																								
Draft NDP document	AG	Done																								
Stage 3 - Approval																										
WC publish new Local Plan for consultation (Reg 19)	WC	Done																								
WC new Local Plan adopted	WC	Done																								
Reg 14 - Consult community (6 weeks)	SG	Done																								
Refine Plan	SG	In Progress																								
Reg 16 - Planning Authority Consultation (6 weeks)	WC	Todo																								
Refine Plan	SG	Todo																								
Reg 17 - Independent Inspection	WC	Todo																								
Community Referendum	WC	Todo																								

4. Finance

DLG updated the meeting on the proposal for funding from the Parish Council. The Council approved funding to complete the NDP including 3 days consulting support pre-Reg 16, 2 days consulting support pre-Reg 17, printing and meeting costs.

The meeting discussed the most optimal way of using the consultant’s time and agreed to draft a document with the key points and questions we wanted them to resolve.

ACTION: AG to draft a list of key points and questions for LS to review.

ACTION: DLG to contact LS and give update on the secured funding.

5. Hayfield Homes meeting

The meeting reviewed the feedback, questions and discussion points for the meeting with Hayfield Homes (HH), the development partner of the owner of Site B2. The meeting is on Teams on 23rd July 2025.

The points covered various chapters in the NDP including;

- Chapter 5 – Community Infrastructure, Assets and Services
- Chapter 6 – Housing Requirements
- Chapter 7 – Sites for Housing and Community Facilities
- Chapter 10 – Green and Blue Infrastructure

AG agreed to collate the relevant feedback, questions and discussion points for the meeting in a document and send to HH in advance of the meeting.

ACTION: AG to collate relevant feedback, questions and discussion points and send to HH

The meeting discussed feedback received from stakeholders and the community regarding Fig 17 indicative masterplan on pg59. The feedback was that the layout was too specific for a NDP and should focus on identifying zones that represented our requirements clearly.

- Remove the interior details from Fig 17 as the details would form part of a potential planning proposal.
- Add the entry and exit points of roads and rights of way to the site on Fig 17 with key.
- Add key view 12 to Fig 17 with key.
- Replace “cricket pitch” with “sports pitch” allowing use for multiple sports in the future.
- Remove the cricket pitch from the site boundary on Fig 15 and 16.

ACTION: LM to update Fig 17 indicative master plan with the points above.

The meeting discussed feedback received regarding zoning in the NDP, and agreed to create a new map showing an “amenities zone” at the northern part of Broad Hinton. This clearly represents the requirement to create a cluster of amenities that support one and other.

- Add “amenities zone” to Fig 17 as a dashed line boundary encapsulating the school, village hall and area on the existing Fig 17 that contains the New Community Building, Children’s Play Area and Public Parking area, and Sports Pitch, with key.

ACTION: LM to create an Amenities Zone map for pg38.

The meeting discussed the feedback received by WHCC and agreed to arrange a meeting to discuss.

ACTION: AG to arrange WHCC meeting to discuss Reg 14 feedback.

6. Comms for August

The meeting agreed that we didn’t have any substantial updates yet, but we will likely have for September.

7. AOB

MM asked the meeting if there was any other business – there was none.

The next meeting will be Thursday 14th August 2025 19:00 – 21:00 at Broad Hinton Village Hall. There being no further business, the meeting closed at 21:00.