

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

Monday 13th August 2025, 19:00 – 21:00
Broad Hinton Village Hall

MINUTES

Present:

Adam Gilmore (AG) (Secretary)
Damian Le Gresley (DLG) (Treasurer)
Ade Rudler (AR)
Kate Marshall (KM)
Liz Moakes (LM)
Liz Palfrey (LP)
Malkit Banga (MB)

Apologies:

Alex LaRoche (ALR)
Mark Miller (MM) (Chairman)
Steve Sumner (SS)

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

AG notified the meeting that the chair was unable to attend and asked for volunteers to chair. DLG volunteered and was elected chair unanimously.

DLG 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 14th July 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
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

Todo/In Progress/Blocked

ID	Owner	Pri	Status	Title
290	DLG	2	WIP	Consultation Report (R16)
452	AG	2	WIP	Review each SG response and turn into clear actions
453	AG		WIP	Review each feedback point has a SG response
454	AG	2	WIP	Review WC meeting notes and turn into clear actions
382	AG	2	TODO	Landowner agreement (R16)
438	AG	2	TODO	Promotional videos for social media

ACTION: AG – contact WC for responses to our written questions from Regulation 14 meeting.

AG updated the meeting on the forecasted schedule.

- Jun-Oct 2025 - Regulation 14 consultation – update NDP and publish response. Get approval on the Regulation 15 version from the Parish Council.
- Oct-Nov 2025 - Regulation 16 consultation – formal review with broad stakeholders (Heritage England, NWD National Landscape etc...)
- Dec-Jan 2025/26– Regulation 17 consultation – review by an independent inspector appointed by WC
- Late Q1 2026 – Referendum

4. Finance

DLG notified the meeting that there was no significant expenditure since the last meeting except hire of the meeting room.

5. Regulation 15 Review

AG updated the meeting on progress of the responses to the Reg 14 consultation feedback from the community and stakeholders. There were still many comments to resolve and had been grouped by chapter of the Reg 14 NDP document. AG asked the meeting if we could distribute some of the remaining tasks throughout the group. The Reg 14 Chapters Actions doc was updated with all of the remaining tasks allocated.

[ACTION: DLG – arrange meeting with owner of Site W3 and create agenda to discuss Reg 14 consultation feedback.](#)

DLG updated the meeting on the advice received from our consultant (LS) on several of the comments. The topics covered:

- Adoption of new facilities – decide on the legal entity that would be responsible for maintaining
- Maintaining affordability of affordable homes – restrictions that could be put in place
- Local requirements for affordable homes – local connections requirements for affordable homes
- Broad Hinton settlement boundary – removal of extension from the plan
- Water and wastewater infrastructure – TW and EA comments
- Flooding and drainage – TW and EA comment

[ACTION: DLG – upload LS feedback doc to M365 and circulate.](#)

[ACTION: AG – add adoption of new facilities as agenda item to next PC meeting.](#)

6. Hayfield Homes meeting

AG presented the remaining unresolved points and the meeting discussed each. meeting on preparations for the next HH meeting on 21st Aug 2025. The topics to be covered:

- Specification of multi-use hub
- Specification of playground
- Specification of car parking spaces
- Trigger clauses requiring delivery of facilities during the development
- Adoption of new facilities
- Road access to Site B2
- Key View 12

[ACTION: AG – prepare list of outstanding discussion points and sent to HH.](#)

The meeting discussed trade-offs between *requirements* and *specifications* for the amenities and the need to outline the pros and cons of different approaches.

[ACTION: AG – prepare the options discussed for how we describe the amenity requirements and specifications, for the next SG meeting.](#)

The meeting discussed the playground requirement and the differences between a LAP and a LEAP. The consensus was that LEAP sized area, with LAP equipment would be sufficient, and this would be discussed with HH.

The meeting discussed the Memorandum of Understanding and what clauses we consider necessary (see task 382).

AG presented example costs for facilities and risks in securing S106 conditions, and how we plan to mitigate these. Negotiations as part of a planning application are between Wiltshire Council and the applicant, and if we have a “made” NDP, our plan policies become part of the Wiltshire Council Development Plan and guide that negotiation.

ACTION: AG – rework example costs of various specifications of multi-use hubs.

7. Comms for September

The meeting discussed whether we have anything substantial to communicate and it was decided we don’t until we have completed the analysis and responses to the Reg 14 feedback, which will be in October.

8. AOB

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

The next meeting will be Thursday 11th September 2025 19:00 – 21:00 at Broad Hinton Village Hall. There being no further business, the meeting closed at 21:00.