



Melksham Neighbourhood Plan

Steering Group Meeting
Crown Chambers, 1st Floor, 7a Market Place, Melksham,
Wiltshire SN12 6ES

Date: **Wednesday 29th November 2017**
Start: **6pm**

Present:

Cllr. Richard Wood (MWPC) (Chairman)
Teresa Strange (MWPC)
Jo Eccleston (MWPC)
Lorraine McRandle (MTC)
Steve Gray (Clerk, MTC)
Rolf Brindle (Transport Lead)
Cllr. Pat Aves (Wiltshire Council)
Colin Harrison (Business Lead)
Shirley McCarthy (Environmental lead)
Paul Carter (MWPC)
David Way (Wiltshire Council)
Nick Westbrook (Health Lead)
Cllr. Tony Watts (MTC)
Cllr. Richard Wiltshire (MTC)
Cllr. Pat Aves (MTC)

Notes: Phil McMullen (MCAP)

Plus two members of the public

1. Welcome & apologies

Cllr. Richard Wood welcomed those present to the meeting.

Phil McMullen reported that apologies had been received from Cllr. John Glover (MWPC), Colin Goodhind (MCAP) and Clare Harris (MTC)

2. Declaration of Interests

There is a standing declaration of interest in MCAP from Nick Westbrook, Shirley McCarthy, Colin Goodhind and Phil McMullen. There is a standing interest in Young Melksham by Teresa Strange, with reference to any discussions concerning the Canberra Youth Centre.

3. Public Participation

There were two members of the public present.

A question was asked whether the Neighbourhood Plan would be opposing the planned housing on the Campus site. Nick Westbrook observed that it would be legitimate to include the site for consideration in the Neighbourhood Plan even though it has never been a SHLAA site.

4. Minutes of the last meeting

4.1 Agree [25th October meeting notes](#)

Adoption of the Minutes was proposed by Cllr. Pat Aves, seconded by Rolf Brindle. All present were in favour and the Minutes were duly signed.

5. Matters Arising

There were no Matters Arising raised this evening.

6. Finance Report

6.1 Payments for Approval

6.2 To consider the October 2017 invoice from MCAP (sum: £174.00)

Approval of the invoice was proposed by Cllr. Richard Wood, seconded by Cllr. Paul Carter. All present were in favour and the invoice was duly signed.

6.3 To consider the October 2017 invoice from Lemon Gazelle (sum: £875.00)

Approval of the invoice was proposed by Cllr. Richard Wood, seconded by Cllr. Paul Carter. All present were in favour and the invoice was duly signed.

6.4 To consider the Consultations Events invoice from Lemon Gazelle (sum: £2275.00)

Approval of the invoice was proposed by Cllr. Richard Wood, seconded by Rolf Brindle. All present were in favour and the invoice was duly signed.

6.5 To approve invoice re. hire of Guide HQ (sum: £40.00)

Approval of the invoice was proposed by Cllr. Paul Carter, seconded by Rolf Brindle. All present were in favour and the invoice was duly signed.

6.6 To approve Melksham Independent News 2nd ½ page advert for Public Consultation event

Teresa Strange explained it had yet to be received, but it would be £285 plus VAT (the same as the previous month)

Approval of the invoice was proposed by Rolf Brindle, seconded by Cllr. Paul Carter. All present were in favour and the invoice was duly signed.

6.7 To approve invoice re. hire of Christie Miller (£40.00)

Cllr. Richard Wood proposed, Cllr. Paul Carter seconded, all were in favour.

6.8 To approve invoice for Facebook advertising for public consultation events. (£8.00)

Cllr. Richard Wood proposed, Cllr. Paul Carter seconded, all were in favour.

6.9 Current Budget – amount spent to date

Current Budget: Steve Gray stated that the amount spent to date was £13,313.00, plus £3,150 from the grant funding

7. To note any housing announcements in the Chancellor's Budget 22nd Nov

There were no comments received or observations made.

8. Wiltshire Plan Review

To note background information documents for the Wiltshire Plan Review

8.1 Strategic Housing Market Assessment 2017 <http://www.wiltshire.gov.uk/spp-shma-2017-final.pdf>

8.2 To note Strategic Housing Market Assessment identifying HMAs (Housing Market Areas) <http://www.wiltshire.gov.uk/spp-shma-2017-identifying-the-hmas.pdf>

8.3 To note Functional Economic Market Area Assessment <http://www.wiltshire.gov.uk/spp-fema-report-2017-final.pdf> plus lots of appendices <http://www.wiltshire.gov.uk/planning-policy-sw-joint-spatial-framework>

8.4 To consider submitting comments on the Wiltshire Local Plan Review http://consult.wiltshire.gov.uk/portal/spatial_planning/wiltshire_lp_review/wiltshire_lp_review_reg_18/swjsfissues?tab=files

Teresa Strange observed that when Melksham Without Parish Council looked at the papers at item 8.4, they considered the questions to be highly technical.

- 8.5 Wiltshire Local Plan Review Consultation Paper
- ii) Wiltshire Sustainability Appraisal Draft Scoping Report & Appendices
 - iii) Swindon & Wiltshire Joint Spatial Framework: Issues Paper
 - iv) Swindon & Wiltshire Joint Spatial Framework: Chippenham Housing Market Area Profile

Cllr. Richard Wood noted that there was a terrific amount of data and some interesting conclusions. David Way explained that it was designed to inform the Local Plan review to 2036. This is the first piece of evidence, based on a range of factors, including net population migration, which had been published for discussion at this stage.

Particularly of note is the fact that Melksham is now proposed to be part of a different housing market area – the Chippenham area, which extends as far as Malmesbury and Pewsey. Trowbridge has now been taken out of this area.

Steering Group to note that indicative figure for the Melksham area to 2036 is 22,250 new dwellings, of which 9,000 have already been built.

9. Public Consultation

9.1 To receive update on current public consultation on housing sites

Teresa Strange explained there had been 208 responses to date and presented the meeting with some statistical analysis of the results. Leaflets had been printed as well as online responses collected.

Concern was expressed that there was currently an imbalance in the age demographic of those who had responded. Teresa Strange proposed that an Instagram account should be set up in order to reach the under-30s, which those present agreed to. Teresa Strange also offered to hand out leaflets to people attending the Christmas fair.

The consultation will run until 31st December 2017.

10. To note recent presentations to stakeholders re: A350 Melksham Bypass Strategic Outline Business Case

The Chairman observed that there had been a huge amount of work undertaken in analysing road usage in and around Melksham, which had been shared with the Town and Parish Councils.

There were 16 options for relieving traffic pinch points around Melksham, but only three were potentially viable, all of them to the east of the town.

The Chairman explained that Robert Murphy from Wiltshire Council had informed him via email that he was content for maps to be shared in the public domain, noting however that the scheme is not funded AND that the lines shown were only indicative – routes could be up to 500m either way of the lines shown. No construction would commence within the next 10 years.

The Melksham Neighbourhood Plan currently supports the principle of an eastern by-pass. The eventual wording would be carefully scripted by our appointed consultants, Lemon Gazelle.

Nick Westbrook noted that the Housing Task Group has already made recommendations to support in general terms a route for an eastern by-pass. David Way explained that Wiltshire Council's bid to the Dept. of Transport would be for funding to build the road – it did not include enabling development. All we can do at this stage is to say that we support the potential for such a route.

Teresa Strange explained that her understanding was that the Housing Task Group were initially looking at NE Melksham to support any potential by-pass and SW for the potential for a canal. Now that we now have reached our housing numbers, we are looking only at, and consulting the public on, housing sites with the potential for community gain.

11. To review the time period covering the Melksham Neighbourhood Plan (2016 – 2026)

Nick Westbrook stated that he is becoming increasingly concerned that continuing to produce and publish a Melksham Neighbourhood Plan for the period 2016 – 2026 risks exposing the project to ridicule and loss of public confidence; and the Plan to possible challenge at some future stage in the process. As a minimum, he believes the Melksham Neighbourhood Plan should cover the period 2018 to 2028 when it is published, with regular review periods to be agreed or at any time if a significant local development is proposed or relevant changes are made to Wiltshire's Core Strategy.

David Way replied that Wiltshire Council believes that the Neighbourhood Plan should be in conformity with the adopted policies and should run until 2026. Reviews should then be carried out at least every 5 years. Wiltshire Council has only just started the review of the Core Strategy. The Neighbourhood Plan Steering Group needs to ensure that the funding is available not only for themselves to function but for Wiltshire Council to employ an examiner and to undertake a referendum.

Following a lengthy discussion, Pat Aves proposed that the Steering Group notes Nick Westbrook's concerns. Rolf Brindle seconded. Seven were in favour. Nick Westbrook abstained. The proposal was passed.

12. To note Corsham Neighbourhood Plan consultation

<https://www.corshamneighbourhoodplan.co.uk/>

The meeting noted the consultation.

13. To note Seend Neighbourhood Plan consultation

<http://www.seendparishcouncil.co.uk/neighbourhood-plan/4592405328>

The meeting noted the consultation.

14. To receive update on Local Green Space Designation

14.1 Teresa Strange gave an outline of the work completed to date to identify Green Spaces. David Way stated that the Steering Group do not need to go out to further consultation on this.

14.2 To consider setting up working party to consider suggested spaces to designate.

Pat Aves and Rolf Brindle offered to join the officers in identifying green spaces.

15. To receive update on progress with website redevelopment

Colin Harrison explained that he had issued a request for comments which had met with no response, so approval was assumed. The meeting agreed to this approach.

16. Any Other Business

Teresa Strange stated that the Neighbourhood Plan Designated Area had been re-designated to include the stretch of previously unallocated riverbank between

Melksham Without Parish and Broughton Gifford.

17. Date of Next Meeting of Steering Group

There will be no meeting in December 2017, the group meeting once again thereafter on 10th January 2018.

Pat Aves offered her apologies ahead of the meeting on 10th January.

Meeting closed 8.09 pm

Signed:

Chairman of MNPSG

Date:

Links to supporting documentation and relevant sites of interest

<http://www.wiltshire.gov.uk/spp-shma-2017-final.pdf>

<http://www.wiltshire.gov.uk/spp-shma-2017-identifying-the-hmas.pdf>

<http://www.wiltshire.gov.uk/spp-fema-report-2017-final.pdf>

<http://www.wiltshire.gov.uk/planning-policy-sw-joint-spatial-framework>

[CCG GOV/17/07/10 Strategic Outline Case \(SOC\) for Chippenham, Melksham and Trowbridge](#)

<https://www.gov.uk/government/publications/fixing-our-broken-housing-market>

[LEP paper January 2016](#)

[Melksham Bowerhill SHLAA map Aug 15](#)

[Shaw SHLAA map Aug 15](#)

[Whitley SHLAA map Aug 15](#)

[Final Sustainability Scoping Report](#)

[Briefing Note 258 - WILTSHIRE HOUSING LAND SUPPLY STATEMENT 2015](#)

<http://www.ourneighbourhoodplanning.org.uk/resources/documents>

<http://mycommunityrights.org.uk/neighbourhood-planning/>

[Wiltshire Council Core Strategy Sustainability Appraisal Report Addendum](#)

Common Abbreviations: MNPSG = Melksham Neighbourhood Plan Steering Group; MCAP = Melksham Community Area Partnership; CAP = Community Area Partnership; AB = Area Board; SCOB = Shadow Community [campus] Operations Board; SG = Steering Group; TC = Town Council; MTC = Melksham Town Council; MWPC = Melksham Without Parish Council; PC = Parish Council; WC = Wiltshire Council; JSA = Joint Strategic Assessment; JSNA = Joint Strategic Needs Assessment; MIN = Melksham Independent News; DPD = Development Plan Document