



# Melksham Neighbourhood Plan

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

Date: **Wednesday 25<sup>th</sup> November 2015**

Start: **6pm**

**Present:**

Richard Wood (Chairman) (MWPC)  
Teresa Strange (Clerk, MWPC)  
Cllr. Paul Carter (MWPC)  
Cllr. Rolf Brindle (MWPC) (Transport lead)  
Colin Goodhind (Delivery task group)  
Andy Hinchcliffe (Melksham Town Council)  
Bruce Sanders (Business lead)  
Nick Westbrook (Health lead)  
Steve Gray (Clerk, Melksham Town Council)  
David Way (Wiltshire Council)  
Lorraine McRandle (MTC)  
Cllr. David Pollitt (Area Board)  
Shirley McCarthy (Environment).

Notes: Phil McMullen, MCAP

## **Agenda**

- 1. Welcome & apologies**
- 2. Declaration of Interests**
- 3. Public Participation**
- 4. Minutes of the last meeting** (held 28 October 2015)

[Link to draft October 2015 minutes](#)

## **5. Matters Arising**

## **6. Finance Report**

### **6.1. Payments for Approval**

6.11 To consider [attached invoice number 2401](#) from RD Calcutt reference video editing for the sum of £150.00.

*Note that there is no due date for payment shown, so it's difficult to see why it's alleged to be overdue. Neither are there any details of who the "we" are that is expecting payment, i.e. no company name or bank account details. P.M.*

6.12 To consider the October 2015 invoice from MCAP reference 15/P/010 sum:  
£319.00

[October 2015 Timesheet](#)

6.2 Current Budget

## 7. Public Participation Sub-Group

7.1 Public Participation Group report

[Written report submitted](#)

7.2 Request from Nick Westbrook for comments on the [Draft Framework Document](#)

7.3 Renewable Developments: To discuss and agree an approach from Mr. James Stainer, a local landowner with land skirting Melksham. He would like to come and talk to the Neighbourhood Plan SG about best-suited locations for renewable developments.

## 8. Reports from Task Groups

8.1 Health and Wellbeing (lead: Nick Westbrook)

[Written report submitted](#)

8.2 Transport (lead: Rolf Brindle)

8.3 Business (lead: Bruce Sanders)

8.4 Housing (lead: Mark Ashkowski )

[Notes of a meeting held 03 Nov](#)

8.5 Education (lead: Richard Wood)

[Notes of a meeting held 9th Nov](#)

## 9. Environmental section

9.1 SG to consider adopting the final Sustainability Scoping Report incorporating all revisions and updates (including those reported at the October meeting)

[Final Sustainability Scoping Report](#)

## 10. Any Other Business

11. **Date of Next Meeting:** scheduled for Wednesday 30th December 2015

## 1. Welcome and apologies

Phil reported that apologies had been received from Tom Roach (Business group), Cllr. John Glover and Mark Ashkowski (housing group lead)

Phil also reported that Bruce Sanders had as requested contacted Jock McKenzie to give a presentation to this evening's meeting, but he was unavailable.

## **2. Declaration of Interests**

There is a standing declaration of interest in MCAP from Colin Goodhind, Nick Westbrook Shirley McCarthy and Phil McMullen. Nick Westbrook also has a standing interest in a company named Envolve Technology Ltd.

Teresa declared an interest in education as a Governor of Aloeric School

## **3. Public Participation**

There were no members of the public present at the meeting.

## **4. Minutes of previous meeting**

[Link to draft October 2015 minutes](#)

Rolf Brindle proposed that the Minutes of the October meeting were accepted. Nick Westbrook seconded. All were in favour. The minutes were signed off by Richard Wood.

## **5. Matters Arising**

Lorraine McRandle (Town Council): Following the last meeting, the ownership of the hospital was discussed. I have gone on to the Land Registry and found the attached information [below]. Also attached is the list of documents relating to the hospital that Goughs had found. These documents can be purchased from the Land Registry for £7 each. Steve is happy for the Town Council to raise a cheque for these, however, as some documents may be more useful than others, guidance is sought from the Steering Group on which documents may be helpful.

[Land Registry documents](#)

Lorraine suggested we take away the document and read it in time for the next meeting. Nick observed that it seemed quite comprehensive. He went on to say that they quite clearly state that title rests with Great Western Hospital Trust. We need to either identify it as a community asset for a hospital or leave it as is. Either the Town or the Parish could potentially declare it a Community Asset.

Richard Wood proposed that the Health group look at the document first. Authority was given to the Health group to ask Lorraine to get others (at £7.00 each) if and when it became appropriate.

There was one other Matter Arising. There had been talk of having a stand at the Christmas Lights. This has been booked. Nick said there is a conundrum however insofar as the space next to the Christmas Tree might be unavailable, so it wasn't certain where the NP stand would be. There was a question of how many copies might need to be printed.

Teresa said further to Malmesbury Neighbourhood Plan being disbanded, she had spoken to Simon Killane who said that disbanding the Steering group had [also] caused problems regarding CIL payments. Colin asked when the agreement for Melksham would be incorporated into the Neighbourhood Plan, and how to address challenges to the Plan after it had gone through a referendum. David Way suggested a monitoring section at the back of the Plan stating that the group would stay together in order to continue the monitoring activities.

## 6. Finance report

### 6.1. Payments for Approval

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Payment was approved, noting that Tom Roach had offered £250 towards this.

6.12 To consider the October 2015 invoice from MCAP reference 15/P/010 sum: £319.00

[October 2015 Timesheet](#)

Paul Carter proposed and Nick Westbrook seconded and all were in favour.

### 6.2 Current Budget

Steve stated that the current total is £4129.21, prior to the current invoice just approved.

## 7. Public Participation Sub-Group.

### 7.1 Public Participation Group report

Nick Westbrook provided a written report:

#### **MELKSHAM NEIGHBOURHOOD PLAN STEERING GROUP Report of Public Participation Group to October SG Meeting Wednesday 25<sup>th</sup> November 2015**

#### **Activities since last MNPSG Meeting**

1. Arranged for stall at Melksham Christmas Lights - location to be confirmed.
2. Worked with Colin, Phil and Terri to produce artwork for Melksham Christmas Lights event – see attachment;
3. Sent out invitations / suggested dates for training session on website but received very little response – need to check and confirm future dates - see [www.MelkshamNeighbourhoodPlan.org](http://www.MelkshamNeighbourhoodPlan.org)

(it was agreed to hold a training session immediately prior to the next meeting)

4. Received no response to date on the draft framework contents page for the Neighbourhood Plan document – on agenda for comment by SG
5. SG members have attended and contributed to three consultation meetings called by Wiltshire Council about future governance arrangements for the Melksham area.

## **'Next Steps' Activity**

- A. Operate a stall at the Melksham Christmas Lights event – 6<sup>th</sup> December 2015
- B. Continue to identify / agree dates for future community based events around the Town and villages;
- C. Commence input using framework Neighbourhood Plan document to inform Task Group deliberations / recommendations
- D. Identify issues and produce 'blogs' for website and inclusion in future Melksham News editions – first one on the future of the hospital. What is the next issue?
- E. Upload text, minutes etc to Neighbourhood Plan website as required;

## **Attachment**

Christmas Lights Event leaflet – this was circulated for consideration and agreed to by the meeting, noting that the position by the tree was subject to confirmation.

Nick suggested 500 copies. This was agreed to.

Teresa suggested there's a Melksham Community Area Emergency Planning event happening on 3<sup>rd</sup> December which it might be useful to have copies available at.

### 7.2 Request from Nick Westbrook for comments on the [Draft Framework Document](#)

Nick said that he had looked at the reports of other Neighbourhood Plans and had extrapolated the key points and added in things which are relevant to Melksham. There perhaps needs to be an extra section on design criteria (for example, not allowing three storey buildings adjacent to old peoples' bungalows)

Nick stressed that it is only intended as an *aide memoire*. It's there to give people an opportunity to move forward. Richard observed that it's very comprehensive. The Chairs of the groups in particular should be aware of it and look at their own section and feedback some comment.

It was agreed that the Canal redevelopment needed highlighting by each task group, with a separate section to itself in addition. David Way suggested that the canal redevelopment focus should be in one section with comment in other areas. The Neighbourhood Plan is the ideal vehicle to deal with it.

Shirley McCarthy asked that in the transport section, some consideration of tomorrow's potentially left-field issues be incorporated, for example electric charging points, rickshaws, etc. Shirley was asked to put together some ideas ahead of the next meeting.

7.3 Renewable Developments: To discuss and agree an approach from Mr. James Stainer, a local landowner with a lot of land skirting Melksham. He would like to come and talk to the Neighbourhood Plan about best suited locations for renewable developments.

Teresa outlined the conversation she had held with him. She questioned whether it would be better speaking to a Task Group or to the Steering Group itself.

Nick said that he felt there should be an informal session where we invite landowners to come and talk to us. David observed that they would only want to come and promote their own sites. He recommended meeting them individually. Richard noted that the SHLAA process does allow for developers to come forward. David Way said there are more sites than just the SHLAA sites. We

could, like Calne, do a “call for sites” which could potentially bring forward other landowners so that we could be sure they had all the sites which landowners were thinking of developing – not just housing, but industrial and alternative energy as well. Secondly regarding solar farms, we can if we want to allocate sites for solar farms through our plan.

Bruce said he felt there is an advantage in having an open discussion with all potential developers because then we have more information available to us and a better understanding of where we are.

Teresa said legal advice was that communication with developers has benefits, however councils and councillors should avoid lobbying and closed conversations, and follow a written protocol. It was agreed that the guidance should be copy and pasted into a protocol document, adopted and included on the website. Teresa to circulate and consider for adoption.

Shirley asked that how we are to prevent inappropriate fracking sites and solar panel sites, or potentially suggest sites for solar panels. It would be a missed opportunity if we didn't take that into account. David mentioned that in Calne they have a renewable energy sub-group, and warned that it's an awful lot of work.

## **8. Task Groups**

### **8.1 Health and Wellbeing (lead: Nick Westbrook)**

Nick Westbrook provided a written update:

#### **MELKSHAM NEIGHBOURHOOD PLAN STEERING GROUP**

#### **Report of Health and Wellbeing Task Group to November SG Meeting**

Wednesday 25<sup>th</sup> November 2015.

#### **HEALTH ISSUES**

1. The Wiltshire Air Ambulance Trust have obtained legally enforceable options to acquire 12.6 acres of land to relocate their operations to the Melksham area, on a site behind the current Police Divisional headquarters on Hampton Park West.

A meeting with the Trust was held with the Trust on 25<sup>th</sup> November. Outline planning permission has been applied for and is in the consultation process with a decision expected mid February 2016.

**IT IS RECOMMENDED** that the draft Neighbourhood Plan should identify / safeguard this 12.6 acre site as a community asset for use to relocate Wiltshire Air Ambulance activities.

2. Both the Melksham Health Forum and the Melksham Health Working Party have recently been told that:
  - a. there is no funding available from or NHS Estates, the CCG or Wiltshire Council to finance new health facilities in the town;
  - b. space in the Campus development for the relocation of the St Damians surgery is likely to be reduced by about 40%;
  - c. the results of the re-tendering of community health services, affecting the future of Melksham Hospital, is likely to be known around Christmas time.
3. However a recent BBC story(11<sup>th</sup> November 2015) states:

**Health bosses have announced plans to build an urgent care centre in a Wiltshire town after a minor**

### **injuries unit closed there in 2007.**

If the proposals are accepted the new centre would be built next to Devizes NHS Treatment Centre in Marshall Road.

The move comes after a long-running campaign by residents and the town's MP Conservative, Claire Perry.

Ms Perry said: "At last the people of Devizes will have the local healthcare services that they need."

If approved, patients will be able to turn up and wait to see someone to treat minor injuries and illness between 08:00 and 21:00 seven days a week.

Some services, such as X-rays, could also be shared between the existing treatment centre and the new unit.

The BBC understands the old Devizes Community Hospital site would have to be sold to help raise money needed to build the new unit.

The proposals will be launched at the Devizes Area board meeting on 23 November.

Summarised comments received from Steering and Task Group about possible ways forward include:

- a. can we identify local practitioners would be prepared to pressurise the CCG into accepting the need to providing Melksham with an equitable range of health services to Devizes?
- b. can local Council and elected members agree a campaign to promote Melksham's needs;
- c. why is Healthwatch silent on Melksham's health needs?
- d. Devizes have a WAY more proactive, effective and influential MP.
- e. It would be interesting to know more about Melksham's urgent care use. Is one of the reasons why Melksham GPs are so over-subscribed is because a lot of their work is focused on urgent care?
- f. what are the views of the local Health professionals and the likely demands?
- g. do local people's voice actually have much influence on such decisions ?
- h. exactly how was the need demonstrated in Devizes?

Feedback at past engagement events indicates public concerns about access to GP services and adequacy of health services in Melksham.

4. Population figures produced by Wiltshire Council indicate that the population figures of the Devizes and Melksham Community Areas are broadly similar but the availability of health care services to these communities are poles apart. The population of the Melksham area however is much more concentrated than in Devizes, which is significantly more rural. Significantly the news report indicates that existing premises will be sold to help raise funds for new facilities on a new site

This report highlights that the proposed new service has been achieved by concentrated community engagement and campaigning at various levels. It raises the question of what should Melksham be doing to meet the health care needs of local people.

**IT IS RECOMMENDED** that the Neighbourhood Plan SG might consider:

- a. inviting the MP to participate in a future meeting to share views of future development of the town and surrounding area;
- b. seeking the support of the Town and Parish Councils for more robust campaigning on health issues;
- c. identifying – and safeguarding - alternative site(s) in the draft Plan for a new GP / health facility;

## **WELLBEING ISSUES**

**A number of concerns have been raised by members of the public on the issues described below:**

5. Members may be aware of the recent confrontation that took place at the recent Area Board Meeting when the Melksham Elderly People group tried to report findings of their recent survey, which suggests that a significant problem exists around the installation and maintenance of heating systems in homes for older people in the area. Whilst not directly within the reference of the Steering Group, this issue suggests that a more robust radiator design strategy is needed in new build to safeguard the needs of local older people.

**IT IS RECOMMENDED** that the draft Neighbourhood Plan might include robust design criteria for installation and maintenance of heating / radiator system in homes intended for use by older people.

6. Members may also be aware of concerns raised at the Area Board about the play area off Hazelwood Road. Again, whilst not directly within the reference of the Steering Group, this issue highlights the need for a sustainable strategy for the future – especially if Wiltshire Council pursue their approach of offloading financial responsibilities to Town and Parish Councils.
7. The Lead has had a discussion with the Police and Crime Commissioner, who confirmed that the cells at the Melksham Divisional Police HQ at Hampton Park would be relocated to a site in Warminster; and that it is likely that the facility will close. Hot-desking facilities for the Neighbour policing team at the Campus are being considered. There has been no public consultation on this proposal.
8. Members might recall that fire brigade protection for the town was on a two pump basis (similar to Devizes), one of which was operated by Avon Rubber. When this arrangement ended, the second pump was not retained in Melksham – which not necessarily a problem at present but will this be true as the town expands? There was a limited public consultation at county level but little local engagement, taking account of the inward movement of several large employers over recent years. More importantly, the Wiltshire and Dorset Fire Authorities merge in April 2016 and there has been limited information about future plans for the service. There are concerns that priorities might be driven by Dorset operational priorities in the future.

**IT IS RECOMMENDED** that SG members might wish to invite representatives of both the Police and Fire Authorities to brief us on their future plans for servicing the area as it expands.

Concerns have also been expressed about the lack of meaningful engagement surrounding the perceived inappropriate location of a village hall away from the childrens' play area and across a busy road in proposals for a housing development in Berryfields. Task Group members support the provision of a village hall in the Berryfields proposal, but share the concerns of residents about its suggested location. This is a matter for the Housing Task Group (TG), but highlights the need for collaboration across TGs in order to ensure cohesion in approach between housing plans and achieving land use for potential community benefits.

9. We have recently become aware that the Wiltshire and Berkshire Canal Trust are seeking funding to acquire land at along the route of the canal between Melksham and Lacock to create a footpath. This would establish a safe additional leisure / recreational facility for the area.

**IT IS RECOMMENDED** that the draft Neighbourhood Plan should safeguard land between Melksham and Lacock to underpin plans to extend the Riverside Walk footpath and create an additional leisure facility along the riverside / canal route.

## **MISCELLANEOUS**

10. Whilst people are willing to share their views on specific health and wellbeing issues, much of the work of this Task Group is falling on a limited number of people.

**ACTION:** We are planning a meeting of the Task Group in January 2016 to discuss ways to alleviate this situation.

11. A number of individuals have shared their emails – so we are carrying out a mailing over the next week to get



them more engaged in the online Neighbourhood Plan community.

**ACTION:** It would be helpful if this email could be 'tweeted' by SG members to other local contacts.

12. We do need to get information uploaded to the Neighbourhood Plan website. Training has been offered but to date only one individual has been identified as interested.

**ACTION:** We need a strategy for maintaining and updating the website.

## **SUMMARY OF LAND USE RECOMMENDATIONS WITH LAND USE RECOMMENDATIONS**

### **IT IS RECOMMENDED THAT THE DRAFT NEIGHBOURHOOD PLAN SHOULD IDENTIFY / SAFEGUARD:**

- A. 12.5 acres of land at Hampton Park for the relocation of the Wiltshire Air Ambulance facility;
- B. alternative site(s) in the draft Plan for a new GP / health facility;
- C. inclusion of design requirements for installation and maintenance of proper radiator installation systems in properties for older people.
- D. land between Melksham and Lacock to underpin plans to extend the Riverside Walk footpath.
- E. Do we need to start compiling an interim Register of Land Use recommendations for inclusion in the Neighbourhood Plan?

Nick went on to say that there had been a further meeting on 25<sup>th</sup> November. The Air Ambulance has a new planning application in. They intend to be fully operational in mid-2017. The task group are concerned that the remaining part of the 40 acres (the Air Ambulance needs 12.6 acres) will be subject to inappropriate planning applications.

Nick also suggested that we have a sustainable strategy for play areas.

There could also be a land use implication regarding the fire service and the police relocation.

There was some debate about land purchase regarding the proposed canal footpath beyond Queensfield Farm.

David Way was asked if there was any point in securing land adjacent to the Air Ambulance as a Community Asset. We could set a policy that we support the use of that land, however he was of the opinion that it was up to the Air Ambulance to protect adjacent land as they see fit.

The proposal is that we adopt a policy that the 12.6 acres are safeguarded for the benefit of the air ambulance. This proposal was carried.

Secondly that we need to identify sites for a new GP Surgery. All in favour of this.

Thirdly, a proposal for Lifetime Homes. This was agreed to.

David Way submitted the following via email:

I have not come across the term Forever Homes. In the Core Strategy we refer to 'Lifetime Homes' which are homes with design features that aim to support the changing needs of individuals and families at different stages of life. Refer to Core Policy 46 of the Core Strategy which is about meeting the housing needs of vulnerable and older people. There is no % requirement for Lifetime Homes in the policy but there is a requirement for residential development to ensure that layout, form and orientation consider adaptability to change as an integral part of design at the outset, in a way that integrates all households into the community. It also states that *'Developers will be required to demonstrate how their proposals respond to the needs of an ageing population'*.

See <http://www.lifetimehomes.org.uk/> for more on Lifetime Homes.

## **8.2 Transport** (lead: Rolf Brindle)

Rolf reported that he's had an opportunity to review the Malmesbury plan which is generally inappropriate to Melksham. He asked the Clerk if he could see the transport section of the Devizes Neighbourhood Plan.

Rolf asked Nick to add Lorry Parking for Bowerhill and a section on rail.

## **8.3 Business** (lead: Bruce Sanders)

Bruce said that Jock would hopefully be able to attend the next meeting. He is having trouble finding time to undertake the business lead but is hoping to pass it on if he can find others to get involved. Any business leads he can get would be really useful. It's proved to be very difficult to get businesses to engage. Richard said it's vitally important that we get the view of the business community. Steve said it's important that we look to the big organisations such as Knorr Bremse and Hermann Miller. Colin has contacts at Superior Graphics which he can provide Bruce with. Roy While would also be a useful ally.

## **8.4 Housing** (lead: Mark Ashkowski)

Mark provided a written update:

- We last met on 3 November 2015 and considered a range of sites in Berryfields, starting at 3105a and working round to 648.
- We have completed the assessment of all SHLAA sites to the North and North East of Melksham, as well as those around Berryfields (bar 699).
- We have not yet considered the canal sites, those around Bowerhill, and those to the east of Melksham
- We agreed to work remotely in an attempt to speed up the assessment process. Working this way we have also assessed all of the Shaw and Whitely SHLAA sites

· Also working remotely we reconsidered the assessment of site 648 to take into account further information on the site received from a developer.

· The Group is grateful for Wiltshire CC providing it with further information on a number of the SHLAA sites.

In addition, once the Housing Group has completed its preliminary assessment of the sites it will consider broader issues such as design, housing mix, parking etc (as identified at the last Steering Group meeting)

### [Notes of a meeting held 03 Nov](#)

Lorraine updated the meeting on the above. The date of the next meeting hasn't yet been set.

## **8.5 Education** (lead: Richard Wood)

### [Notes of a meeting held 09th Nov](#)

Richard said that there had been a very useful meeting with Claire Medland. It was very clear that Wiltshire Council will only consider two form entry schools. The canal redevelopment is proposing a single form entry school. There was a categorical statement made that Shaw School could not be developed further. The possibility of a free school was discussed. What really struck the meeting though was that Wiltshire Council really aren't interested in single form entry schools. Melksham Oak has plans to extend and looks fairly sustainable. There are plans to develop Forest and Sandridge school as well. All of this will have to be taken into account when the report is produced.

## **9. Environmental Report**

9.1 SG to consider adopting the final Sustainability Scoping Report incorporating all revisions and updates (including those reported at the October meeting).

Steve asked that the final housing figure of 611 be double checked. Colin Goodhind provided some minor typographical comments. Phil agreed to do this – final, final (?) report linked below.

### [Final Sustainability Scoping Report](#)

Phil reminded the meeting of what David Way had said in August what the Next Steps were to be:

An action was placed on Phil to revise the draft, taking into the account the comments, include an appendix showing those; the report should then be issued. No need to send it to them again. As these policies come together we will produce the S.E.A. report. The S.E.A. is the audit trail of how we got there – the story of the Neighbourhood Plan. David noted that Calne have consultants who are doing site assessments and producing the S.E.A. report. The Scoping report is the first part of that. When we come to consult on our draft Neighbourhood Plan we would ensure that the sustainability report is included in that. This S.E.A. report will be an audit trail showing how we got to our final report. It's a technical process so it might be sensible to look at grant funding.

David reiterated that we need the Sustainability Appraisal in place. Evidence is key. After what happened in Chippenham we need to show that we have considered potential sites to justify the

approach we are taking.

## 10. Any Other Business

David also mentioned technical support packages. You can potentially get the sustainability appraisal done by consultants and not have to pay for it. Calne are already benefiting from the extra support in terms of money and extra assistance.

## 11. Date of Next Meeting

Date of Next Meeting – Wednesday 13<sup>th</sup> January

Potentially Jock McKenzie could attend this meeting. There will be a website training session ahead of the meeting.

Post Minute Note: Jock McKenzie confirmed with Bruce 26/11

**From:** Jock MacKenzie <jock@marlixint.com>

**Date:** 26 November 2015 at 16:51:37 GMT

**To:** Bruce Sanders <brucesanders@hotmail.co.uk>

**Subject: Re: Melksham Neighbourhood Plan group**

Dear Bruce

I have entered the date as OK right now thank you. Hopefully Ian Britton copied will confirm also.

Kind regards

Jock

**Signed:**

**Chairman of MNPSG**

**Date:**

## Links to supporting documentation and relevant sites of interest

[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**