

Minutes of Steering Group Meeting – 22nd Dec 2014

Meeting Detail: 22nd Dec 2014 - 2.00pm 11 The Lotts, Ashton Keynes, SN6 6PS

Attendees: Dave Wingrove (DW), Malcolm Carter (MC), Terry Klee (TK)

Apologies: Kevin Winstone (KW), David Moss (DM),

Other Refs: Draft Neighbourhood Plan (DNP), Steering Group (SG), Focus Group (FG), Wiltshire Council (WC), AECOM (AECOM formerly URS), website (the AKNP website)

Ref.	Public Attendees
1	No members of the public attended.
Ref.	Approval of Minutes from the Last Meeting
2	The Minutes from the previous Steering Group meeting (DocRef. AKNP SG Minutes 02-10-14) were approved and will be listed on the AKNP website (www.ashtonkeynesneighbourhood.com)
Ref.	Matters Arising and Updates
3	<p>The need for task leaders for drafting the DNP and leading community engagements remains outstanding. SG members are again encouraged to consider possibilities, including FG members, to assist in these tasks.</p> <p>The URS workshop on writing policies was held on the 13th Nov, and was well attended by the SG, with the exception of DW. The templates provided for site assessment and policy creation will be of great value in focusing our efforts in the next stages of the NP process.</p> <p>MC – The Malmesbury Neighbourhood Plan has successfully passed referendum with 93% support of the voting. It is also the first NP to pass referendum in Wiltshire.</p> <p>MC – The Wiltshire Core Strategy has reached the final inspectors report and will be going to the WC Cabinet for approval in January.</p> <p>DW – Amita, the developer consortium for the former Cotswold Community site, have informed us of their intention to hold another community consultation exhibition in January. The proposed scale of the development has been revised to be 150 new homes on the site. The Parish Council has advised Amita that it does not support the proposal, but that it would consider a compliant proposal.</p>
Ref.	Potential development sites assessment
4	<p>TK – The latest indicative number for houses to be built in the Remainder of the Malmesbury Area is reported as 151, which using a pro-rate rationale would mean the Parish would need to contribute 15 new houses.</p> <p>The potential development sites in the Parish where a contribution could be allocated was discussed, based on knowledge from the SHLAA report and known developer interest of non-SHLAA sites.</p> <p>A list of 10 sites for further assessment and consideration was agreed based upon the following:</p>

Ref.	Potential development sites assessment (continued)
4	<ul style="list-style-type: none"> • AB Carter Haulage (SHLAA) • Land at Church Farm (SHLAA) • Dairy Farm Bungalow and Dairy Fields (SHLAA) • Land at Vine View (SHLAA) • Land fronting Derry Fields (SHLAA) • The Old Piggery (SHLAA) • The former Cotswold Community (SHLAA) • Land at Derryfields • Land at Wheatleys Farm • Land at Grove Farm <p>Site Assessments using the URS pro-forma template will be prepared for each of the potential development sites. Action - MC</p>
Ref.	Housing site consultation planning
5	<p>A Housing Sites Consultation was discussed, with the format being a drop-in exhibition event in the village hall similar to previous community engagement events held. The date for this was agreed to be mid-Jan next year. Suitable dates for the village hall availability for a Saturday afternoon and Tuesday evening need to be identified and booked.</p> <p>The objective of the Housing Sites Consultation was to share with the community the identified potential housing development sites, providing information on why the Parish needs to contribute to an amount of new housing, and to gather opinions by means of a survey on which site/s people would support as acceptable sites for development.</p> <p>It was considered important that all sites presented should clearly list the key details of the site, particularly the potential number of new homes that could be accommodated, and a map to show the location and boundary of the site. Where land owners and/or agents wished to provide additional information of relevance, it was agreed that this should be included with a site display as long as it was concise.</p> <p>MC – showed a presentation document used by the Ashurst Wood NP group for a similar housing site consultation event. It was suggested that this format appeared to be a suitable basis for our purposes and could be adapted to our needs.</p> <p>The structure of the consultation survey form was discussed. MC again referred to the Ashurst Wood NP survey as a suitable style and structure. It was agreed to use a similar format, but to add the ability to rank sites that were supported by order of preference.</p>
Ref.	Next Steps
6	<p>Check dates and book the village hall for the Housing Sites Consultation events. Action -DW</p> <p>Design the visual presentation displays and maps. Action – MC</p> <p>Design the consultation Survey form. Action - MC</p>
Ref.	Date of Next Meeting
7	<p>A date for the next meeting was agreed for the 12th Jan 2015.</p>