

Bromham Village Plan Steering Group

Minutes of meeting held on

Thursday 2nd November 2017, 7:30pm, Social Centre Committee Room

Present

Richard Butler, Peter Davey, Tye Lohrenz, Rachel Prichard, Catherine Read, John Schofield, Pam Thomas, Andy Turner (Chair), Stacey Wall, Greg Wilkinson

Unable to attend

Jim Butler, Adam Collins,

STAGE 1 (Scoping) Step 2 (Establish a steering group)

1. Minutes of Meeting 1 on 15th September

Accepted with a correction to the spelling of two names.

2. Matters arising

Andy questioned how / whether to involve agents for Crown Estate. Richard expects the group to contact Crown Estate – but this needs to be with the knowledge / approval of the parish council, to avoid conflict with any ongoing negotiations.

General discussion regarding the need to be commercially aware when pushing for a particular mix of new housing types e.g. starter homes / affordable housing.

3. Appointment of Deputy Chairperson

- a. Proposals – Greg Wilkinson (volunteer) proposed by Catherine
- b. Secorder - Pam
- c. Appointment – Greg by unanimous vote

4. Review skills and Interests of Steering Group members

Jim Butler	Not present
Richard Butler	Researched and promoted neighbourhood planning to the parish council. Acting as link between the parish council and the steering group. CEO of a corporation and so abroad for about 3 weeks a month.
Adam Collins	Not present
Peter Davey	Former quantity surveyor then worked in commercial property development. Project managed developments. Can control costs, create spreadsheets and negotiate with architects.
Tye Lohrenz	Formerly property manager for Smiths news, also worked in local authority mostly on commercial building acquisition & disposal. Interest particularly in the overall infrastructure e.g. roads, pathways, cycling.

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Rachel Prichard	Wishes to help promote the future of the village as a member of the community
Catherine Read	Interested in building the community. Links with school, play school, Monday club. Made Facebook page for bike track. Experienced in applying for grants. Willing to present our ideas to groups.
John Schofield	Electronics engineer mostly in telecoms, recently completed MSc in Renewable Energy. Main interest in environmental impact of energy use within the community.
Pam Thomas	Interested in history, archaeology and wildlife. An author and trained as a typist so could produce written output.
Andy Turner	House building & development background, so knowledge of the planning process.
Stacey Wall	School business manager – connections with the school & nursery. Keen for it to be possible for younger people to remain in the village.
Greg Wilkinson	Moved back to Bromham recently. Background in building, construction, development. Looking to settle here as part of the community.

Catharine and Pam willing to take the lead on communication.

Peter willing to take charge of keeping track & control of costs.

STAGE 1 (Scoping) Step 3 (Develop objectives priorities and vision)

5. Richard Butler or Wiltshire Council liaison officer to explain the “Develop Objectives, Priorities and Vision” step.

As the council liaison officer was not present Richard explained the step. First off we need to define a vision within the steering group. Then consult within the parish, before producing a final version of the objectives, priorities and vision.

It would be good to invite a member of the NP Steering Group from one of the following villages Potterne / Corsham / Urchfont / Compton Bassett to learn from their experience specifically in going through the process. This could help us avoid some time wasting pitfalls. Andy has contacts with Potterne/Corsham and Urchfont, Catharine has a contact from Compton Bassett.

Action: Andy to contact the Chair of Corsham NPSG to see if he would come to a meeting and to confirm at what stage this would be useful.

The area and shape of the Bromham parish could be particularly challenging as it is larger than most. Also Wiltshire Council have defined a smaller development boundary around Bromham, so it is not yet clear what area we are to cover with the plan.

Action: Andy to print a large copy of the parish boundary and the development boundary.

6. Timescale for Step 3

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A reasonable aim would be to complete step 3 by the end of April. However the activities needed to reach this and the time for each are not yet clear

Action: Tye to draw up a plan for the work needed to get to this point.

Other Business

7. Preferences for distribution of group documentation

It is OK to use a shared area for documents. We need to be careful that documents are not released onto the village web site until the group has agreed on them.

Action: John to set up this area and sort out access for the group members

8. Time and date of next meeting

Monday 27th November 19:30-21:30.

Action: John to ask Rosalind to book the room.

The Wiltshire Council link officer is Anna Cuthbert. It would be good if she could attend the next meeting.

Action: Richard to invite Anna to the next meeting

The next meeting will include a session collecting and organising thoughts from the group regarding the objectives, priorities and vision.

Action: Andy to send John notes for the agenda of the next meeting.

9. Any other business

Following earlier discussion regarding standards of behaviour for the group members, with regard to conflicts of interest, the consensus was that the standards used by the parish council should be adopted.

Action: Richard to send out the set of parish council standards of behaviour / disclosure.

Action: Catherine to set up a Facebook group in readiness for community consultation.