

# Bromham Neighbourhood Plan Steering Group (BNPSG)

## Minutes of meeting No.6 held on

Wednesday 7<sup>th</sup> March, 7:30pm, Social Centre Committee Room

## Present

Richard Butler, Peter Davey, Mark Dollimore, Tye Lohrenz, Rachel Prichard, Catherine Read, John Schofield, Rik Smith, Greg Wilkinson

## Unable to attend

Jim Butler, Adam Collins

## Preamble:

- Richard proposed a process for choosing a new Chair
- Discussion about the terms of reference – Richard reiterated the statements from the parish meeting to set up the steering group i.e. an expectation of a plan for between 5 and 20 houses a year, following the Wiltshire Council process.
- Parish Council have given an undertaking not to open discussions with Crown Estate, but to leave this to the steering group.
- Discussion on where the demand for development comes from, so how we can scope the quantity of development that the neighbourhood plan should cover.
- Discussion on the importance of looking at land not owned by Crown Estate – as CE are only likely to release land for larger developments. Also discussion regarding the urgency of contacting CE to find out what would be acceptable to them.

## Agenda

1. Election of new Chair

Catherine volunteered to be the Chair (then proposed by John)

Tye volunteered to be deputy Chair (then proposed by Richard)

These were accepted in a unanimous vote by those present.

2. Minutes of meeting on 15<sup>th</sup> January 2018

Accepted

3. Minutes of meeting on 23<sup>rd</sup> January 2018

Accepted

## Bromham Neighbourhood Plan Steering Group (BNPSG)

### Previous actions

Owner	Action	Progress
Andy	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.	Not yet been able to speak to him
Tye	Draw up a plan for the work needed to get to this point.	Plan circulated, but subject to revision
Richard	Ask the parish council about getting WC to do a new housing needs survey.	Outstanding
Jim	Give the signed copies of the code of conduct to the parish clerk	Need to check with Jim
Peter	Register interest for the Locality funding scheme	Pending
John	Ask Anna Cuthbert whether Potterne got any grant funding	Pending
John	Get access to the <a href="mailto:bromhamnpsg@gmail.com">bromhamnpsg@gmail.com</a> email account	Done
John	Compile and return answers to questions from Victoria Hodgson	Done
Andy	Print a map and mark potential sites on it	Done – Tye will retrieve these from Andy
Mark	Propose a set of site assessment criteria	Done
Jim	Raise the lack of terms of reference at the next parish council meeting	In hand
John	Ask Rosalind for records of past developments	Done
John	Respond to Simon Dicks to say we will put him on the list of sub-committee volunteers	Done
Andy	Respond to Jim Dibben to say we will put him on the list of sub-committee volunteers	Check with Andy
John	Scan in survey responses and make available to the group	Done
Andy	Write draft terms of reference & send to Peter Paget for consideration	In hand

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

4. Terms of reference from Parish Council

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

5. Review of progress to date and planning of next actions

**Catherine:** To contact Crown Estate in order try and arrange a meeting with them

Discussion of the site assessment matrix proposed by Mark. Sustainability section should be added to this, based on Wiltshire Council sustainability appraisal framework. Additional category in potential use – Market value housing i.e. not affordable.

**Mark:** Update the site assessment matrix and circulate to the group.

## Other Business

6. Time and date of next meeting

Thursday 22<sup>nd</sup> March 19:30

**John:** Book room

7. Any other business

We received an email from Spye Park saying that Mrs Enthoven would really like to be involved in the neighbourhood plan process. John sent an email in response saying that after election of a new Chair they would get in touch.

**Catherine:** Contact Mrs Enthoven

**John:** Send the group email account details to Catherine

**John:** Get previous minutes onto the village website

**John:** Update the group contact list on shared area