

Bromham Village Neighbourhood Plan Steering Group (BVNPSG)

Meeting held on

Tuesday 1st September, 7:30pm, via Zoom conference

Present

Jim Butler, Rachel Prichard, Bryn Read, Catherine Read, John Schofield, Greg Wilkinson

Mark Dollimore (part of meeting) – Mark has decided to leave the steering group. The remainder of the group thanked Mark for the work that he has put in over the last three years. Mark wished the group well with completing the NDP

Apologies sent: Peter Davey, Mel Rhys

Agenda

1. Minutes of meeting on 11th August 2020

Accepted as a true reflection of the meeting.

2. Review of actions

Owner	Action	Progress
Mel	Help with photographs for the Heritage evidence document	
Rachel	Contact John about queries with the history. Once these are resolved complete the 'History of Bromham' section of the local heritage report.	
Greg	talk to Jim about how to get the Parish Council to review the potential sites	Now to be handled at a meeting with the Parish Council
John	Update Community Facilities report to add other facilities suggested in by consultation	Done
Peter	Look at the footpaths toolkit, then pick a few key paths to include in the audit by providing a commentary.	Bryn & Catherine have been working on this
Mark	Ask Tara & Danny at the Greyhound about us having a stall there	Abandoned for now
Greg	Draft the letters to those whose sites have been assessed as potentially suitable / unsuitable for further consideration in the NP process.	Done
John	Check with Vaughan about removing sites from AECOM report	Done
Jim	Encourage people to fill in the employment survey	Done
John	Put the results of the employment survey on the website and ask for more people to complete it	Done but we have still only had 12 responses

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John	Also put the employment survey results in an article for The Hoot	Done
Catherine	Put out Facebook posts regarding footpaths	Done – report available
Jim	Find out who owns the triangle of land at the bottom of Church Hill	Wiltshire Council own this land
John	email Rosalind with the shortlist of potential local green spaces, asking for this to be considered at the next PC meeting	Done

Jim: Arrange a meeting with the Parish Council for Tuesday 29th September, 7.30pm in the Social Centre hall.

3. Sites- Next steps (15 mins)

- *AECOM report and the steps that the SG resolve to take thereafter are formally accepted and validated.*

The AECOM report was unanimously accepted by those present in the meeting. However this is on the understanding that the content of the document form advice for proceeding rather than making firm decisions.

- *Contact Wiltshire link officer and give opportunity to comment on the process (some of the sites in the AECOM report came from the Wiltshire SHELAA, plus deciding the way forward for the sites work is an important milestone to share with your link officer)*

Catherine: Contact Victoria Hodgson, sending her a copy of the report
We will wait for feedback from Victoria before proceeding further

- *AECOM Report needs to be made available – website?*

Following feedback from Wiltshire Council and the Parish Council, AECOM report link to be set up for Landowners to coincide with letters. Report will be published on the website at appropriate point in the process.

- Review landowner letters

The letters as amended by Place Studio were accepted by the group. On hold until we have had feedback from Victoria Hodgson and Parish Council.

- List of all landowner contact details

There are a few who we don't have an email or physical mailing address for.

Jim: Find out contact addresses for the remaining landowners

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John: Make a list of those we need to send letters to, together with their contact details

4. Meeting with Parish Council (15 mins)

- *Which of us should attend?*

We decided that all the members of the steering group should aim to attend this meeting. It would also be really helpful if Place Studio could attend.

John: Invite Place Studio

- *Plan how we are going to report progress.*

We should run through our progress to date and then outline the remaining steps to complete the NDP.

Bryn: Draft a presentation of progress to date

John: Take paper copies of the evidence gathering so far

5. Green Infrastructure and Open Space Study (10 mins)

- *Is this being handled by the Parish Council, or should we tackle it?*

So far the Parish Council have been handling this. The PC chair has completed the survey from Wiltshire Council *and* we have requested a copy to understand what the priorities are. We can ask about this at the meeting with the Parish Council.

Catherine: Ask Victoria Hodgson where Bromham is with this.

6. Character and Design-next steps (10 mins)

- Decision on having Character and Design Policy
- Survey to assess character
- Collect the community views on character
- Produce a character statement
- Produce a character and design policy

There was some discussion regarding how helpful it would be to have a Design Policy as part of the NDP, given that the buildings in Bromham don't have a clear style. The conclusion of this was that it could well be worthwhile in helping to preserve certain aspects, such as the open nature of the surrounding fields – by having a policy that blocks the erection of excessively high fences or hedges. Therefore we will instruct Place Studio to carry on with this.

John: Check that this is included in the work that Place Studio have quoted for

7. Update on online consultation progress (5mins)

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- *Routes 1-7 around the Parish*

Facebook consultation on these routes has been popular. Catherine has produced a report detailing the answers.

John: Make this report available on the website

Bryn and Catherine have been working on a footpath audit. This will be emailed around the group when it is more complete.

- *Employment survey*

Little change – we have only had 12 responses so far. We should now change the consultation page on the website to a new topic – maybe footpaths or character.

Website

All present agreed to the addition of a page giving details of the people who make up the steering group.

Jim, Bryn, Greg: Send John a profile picture and some words for this page

John: Create library page of documents that we can share at this point. Plus add a menu link to the new steering group profile page.

Other Business

8. Next magazine article

The Bromham Hoot is next due to be published for November. Thus this can wait until late October before deciding.

9. Correspondence

We just received an invoice from Place Studio for the work that they did in July and August.

John: Ask Rosalind to pay this and track expenditure from the 2020 grant.

We have had a contact from a resident via the website, asking if we have identified any sites for potential development – particularly in the Netherstreet area. This follows a similar email from the same resident two weeks ago, to which John replied. John will reply again saying that we are not yet at the point where we can consult with residents about potential sites.

We had an email from Danniella Persaud of Smith Jenkins Town Planning, enquiring when the draft plan will be published for consultation and asking if we are willing to engage with local landowners or developers. Since she is in Milton Keynes this appears to be fishing for business. John will reply saying that we do not yet have a date for publishing the draft plan.

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10. Time and date of next meeting

Tuesday 22nd September by Zoom – as preparation for meeting with Parish Council

Tuesday 13th October – Venue to be decided

11. Any other business

None