

Minutes of the third Winterbournes and Hurdcott Neighbourhood Plan Steering Group
Held on 1st May 2013 in the Ron Burton Room, Glebe Hall

In attendance: Mervyn Pannett (MP) (Chairman), Richard Folkes (RF), Terry Hall (TH), Chris Campbell Jones (CCJ), Graham Lloyd (GL), Jenny Lewys (JL), Nigel Arkell (NA), Peter Ostli-East (POE)

Apologies: Steve Bucknell (SB), Steve Eley (SE)

1. The Minutes of the meeting held on 6th March 2013 were agreed, with thanks expressed to Steve Eley for producing them.
2. Feedback from actions:
 - a) MP advised that TOR should originate from the 'sponsoring' body, ie: Parish Council (PC), and although SB has seen them, the meeting agreed they should be referred to PC for formal approval. RF proposed an amendment to reflect the 'live' nature of the TOR, which may need to be reviewed as the project proceeds. All agreed and **MP will liaise with PC for formal approval**. CCJ confirmed he has the filing cabinet at home, to be used as the archive store for the NPSG work, and resources.
 - b) JL outlined the funding possibilities, updating the report that she and NA had already circulated. **All agreed that she should complete the eligibility questionnaire in order to begin the funding application process**. The PC will need to be involved as the 'qualifying body' and any funding (received or spent) will need to be processed through their bank account. MP and JL to liaise with PC. The services of '**towns.org.uk**' as a source of information and guidance were discussed, and **CCJ agreed to explore whether it would be helpful to involve them** at an early stage, as they may have recommendations which would influence our funding requirements. GL suggested Sarah Hughes (our Wiltshire Council Link officer) might also be helpful here.
 - c) GL reported on the 2009 Parish Plan, which covers a lot of ground relevant to NP, but it was unclear what progress had been made (by PC) with some of the outstanding issues. The importance of consulting local interest groups, eg: Historical and Conservation Society, was recognised, as well as the need to ensure any questions put to residents and general public for NP purposes did not duplicate what had been asked by PC in the past.
 - d) CCJ reported on the local Wiltshire Core Strategy (WCS), and provided a map and helpful documents relating to Spatial Strategy in the Amesbury Community Area (of which the Winterbournes and Hurdcott are part). Issues regarding likely housing numbers, and the way in which decisions as to the location of social housing would be taken, were discussed. The WCS is due to be finalised and published in August 2013, so we await developments.
 - e) POE reported on what neighbouring Parishes were doing re NP: Woodford & Durnford consider themselves too small to need a NP; Idmiston, Porton & Gomeldon have done a Village Design Statement and do not anticipate doing a NP as well yet; Laverstock & Ford would like to do a NP, but are already contending with four development areas – Hampton Park 2, Old Sarum, Longhedge & Old Sarum Airfield (all of which are included in WCS).
3. TH had brought a large scale map, showing Winterbournes and Hurdcott Parish boundary, and there was considerable discussion as to the wisdom of including the whole parish in the NP or limiting it to the areas currently developed. It was decided to leave definition of the NP boundary open at present, pending discussion with the PC and other agencies, eg: towns.org.uk
4. In discussing the Scope and Objectives which MP had drafted, RF proposed that we focus on foundational 'timeless' aspects, eg: flood plain areas, historical & conservation features before considering more contemporary elements which may become clearer when WCS is finalised. It was agreed that the NP should emphasise the amenities and facilities that the community would like to see

- provided or enhanced, as well as clarifying where development could and could not take place.
5. Next Steps – the following areas for action by members were agreed:
 - a) River & flooding issues **CCJ**
 - b) Liaison with MOD, esp. re DCBRNC plans **CCJ**
 - c) Historical/archaeological issues; wildlife/flora issues & building vernacular **TH**
 - d) Road/traffic issues & village amenity requirements (refer to PC) **POE**
 6. The next stage was agreed to require input from the Historical Society, and TH is to approach Maureen Atkinson to arrange a speaker at a suitable date. The meeting agreed GL's advice that the invited speaker be given a clear brief of what the NPSG needed to know in order to carry forward our work.
 7. In view of the early stage of the project, it was agreed that nothing substantive could be reported at the PC's AGM on 15th May 2013, although the fact that the SG is in existence and has begun work should be shared.
 8. There were no items of Other Business
 9. The date of the next meeting will be determined following TH's approach to the Historical Society – ideally at the end of May or mid to late June.

In view of this uncertainty, and the possible unavailability of the Ron Burton Room, RF kindly offered to host the meeting in a suitable room at St Michael's House.

GL agreed to chair the next meeting, and SE will take the Minutes, if present.

Minutes prepared on this occasion by POE in SE's absence