



# Melksham Neighbourhood Plan

**Steering Group Meeting**  
**Crown Chambers, 1st Floor, 7a Market Place, Melksham,**  
**Wiltshire SN12 6ES**

Date: **Wednesday 31<sup>st</sup> August 2016**

Start: **6pm**

## **Present:**

Cllr. Richard Wood (Chairman) (MWPC)  
Teresa Strange (Clerk, MWPC)  
Cllr. Rolf Brindle (MWPC) (Transport lead)  
Nick Westbrook (Health lead)  
Cllr. David Pollitt (Area Board)  
Lorraine McRandle (MTC)  
Cllr. Richard Wiltshire (MTC)  
Colin Goodhind (MCAP)  
Shirley McCarthy (Environment Lead)  
Steve Gray (Melksham Town Council)  
Mark Ashkowski (Housing Lead)  
Cllr. John Glover (MWPC)

Plus six members of the public, including a student studying planning.

Notes: Phil McMullen, MCAP

## **1. Welcome and apologies**

Richard welcomed everyone to the meeting.

Phil reported that David Way (Wiltshire Council) had given his apologies for this evening's meeting

## **2. Declaration of Interests**

There is a standing declaration of interest in MCAP from Colin Goodhind, Nick Westbrook Shirley McCarthy and Phil McMullen. Nick Westbrook also has a standing interest in a company named Envolve Technology Ltd. On this occasion, Nick Westbrook declared an interest in the reimbursement of expenses at item 7.22. Teresa Strange has a standing interest in education as a Governor of Aloeric School. Teresa also, as a trustee of Young Melksham, has an interest in any discussions regarding the Canberra.

## **3. Public Participation**

Richard asked members of the public if they'd like to speak, which nobody present wished to.

## **4. Minutes of the last meeting**

4.1 Agree July 27<sup>th</sup> Minutes

[Draft Minutes July 2016](#)

Mark Ashkwoski proposed that the minutes of the July meeting were accepted as a true record; seconded by John Glover and all were in favour. The minutes were duly signed.

## **5. Matters Arising**

Nick Westbrook noted that a statement in item 10.1, whilst correct at the time of writing, had since been overtaken by events since on 1st August Giffords changed their appointment system because of a lack of clinical staff.

## **6. Woolmore Farm**

Will Gray (Wiltshire Council Estates Officer) has submitted a document for consideration regarding Woolmore Farm.

He was unable to attend this evening, but reported via email “We have had the final report back from our consultants which suggests a low density residential scheme, sensitive to the heritage requirements of Woolmore Manor would be viable; however commercial uses are unviable aside from perhaps health care. I hope to report to the Steering Group more fully when we have fully considered the conclusions of our consultant’s findings in the light of the Appeal decision on the nearby land, so I will not be attending at this juncture but would welcome any initial feedback to our initial report from the group.”

[Wiltshire Council Woolmore Farm proposal document](#)

Richard Wood noted that the appeal had already been dismissed some time ago, so it would appear that Wiltshire Council were some way behind in their reporting.

Nick Westbrook said that the site hadn’t been looked at as a potential health-care site however it would be likely to be considered unsuitable as it was on the same side of town as other existing health facilities.

John Glover reiterated that Melksham Without Parish Council are against further housing development in that particular area.

Richard Wiltshire asked if it might be considered as an extension of the school site, which the meeting felt it was unsuitable for.

Teresa said that local residents had already had their application for business use turned down because of access difficulties, so their own recommendation was a farm shop or equestrian centre.

Richard Wood felt it should be restricted to single storey buildings. His own recommendation was for a collection of workshops and studios, with perhaps a small café. There is an opportunity for something imaginative there.

Nick Westbrook said that In addition to supporting Richard's single storey construction proposal, he suggested that the land at Woolmore Farm might be used to provide bungalows or single story housing for older or vulnerable people.

Rolf Brindle suggested that the priority should be anything that generated the least amount of traffic.

Richard Wood summarised that we are against two storey residential development there, and that possible development should be single storey buildings to house workshops, studios or older people’s accommodation on a limited basis.

## **7. Finance Report**

### 7.1 Update on technical support grant application

Teresa reported that representatives of the Steering Group are meeting with the Technical Support consultant from AECOM on 13<sup>th</sup> September. David Way had also been invited to attend.

### 7.2 Payments for Approval

7.21 To consider the July 2016 invoice from MCAP reference 16/P/007 sum: £319.00

[MCAP timesheet for July 2016](#)

7.22 To consider invoice for Stationery from Nick Westbrook £58.37

[Edwards Stationery receipt](#)

[Facebook Receipt](#)

[Nick W summary receipt](#)

Acceptance of the various payments to hand were proposed by Mark Ashkowski, seconded by Rolf Brindle and all were in favour. They were duly signed off by the Chairman.

### 7.3 Current Budget

Steve Gray reported that we have spent a total of £7407 to date.

## **8. Wiltshire Council DPD update**

Cllr. Pollitt reported that to the best of his knowledge there was no update beyond the fact that a consultation is starting in September.

## **9. Public Participation Sub-Group**

9.1 Public Participation Group report (lead: Nick Westbrook)

[PPgroup report](#)

Nick Westbrook said that the family activities during the summer in the King George V Park had been very successful and well attended and the opportunity had been taken to talk to people about the Neighbourhood Plan. There is an amazing lack of understanding about what's going on locally, however there seems to be a lot of interest in developing the open spaces, especially the park.

There is to be a Neighbourhood Plan stand at the Food and River Festival on Sunday. 10.30 until 4.30. There are 72 stalls in total (compared to 32 last year) and several thousand people expected to attend.

Rolf noted that extending the King George V Playing Field onto the field behind the school should still be achievable.

Teresa asked about taking the public consultation out to the parishes, there is an opportunity when defibrillator training takes place in the near future. There are also the action groups. Mark noted that there is a Shaw and Whitley flood meeting coming up which will potentially be very well attended.

## **10. Housing** (lead: Mark Ashkowski )

## [Housing task Group Summary](#)

Mark Ashkowski referred the preliminary draft report which was presented to the meeting. The introduction was intentionally informal because the Neighbourhood Plan needs buy-in from the wider public, so it needs to be both persuasive as well as technical. It's important that we set out what the housing supply figure is, although quite when the final number will be revealed to us is unknown thanks to the inexplicable delay in Wiltshire Council completing what really should be a comparatively simple task.

John Glover remarked that the Core Strategy does in fact quote a minimum figure, which is what we should use if the Housing Inspector fails to give us a new figure.

After that we need to consider housing style, mix and potential population growth. The preliminary assessment summarises the presentation given to this group earlier in the year.

The policies referred to have each been discussed before. Mark said it is clearly stated in the document where further information is available. It's absolutely essential that we show all of the evidence available.

Mark went on to say that there is an assumption regarding the vague location of the eastern by-pass. This will also form the eastern settlement boundary.

It's uncontroversial to state that we support the Melksham Link (canal) in principle; he's unsure whether or not we can limit the number of enabling dwellings constructed, however Rolf pointed out that following a meeting yesterday it appears that the housing construction will be phased. Teresa suggested Wiltshire Council's Core Policy #16 is supported, which is just the Link and not the enabling development.

Mark was emphatic that green corridors and green spaces should link developments; Shirley pointed out that easy access to such spaces should specifically state "non-car".

Steve Gray said that it's an excellent document, but we do need to take AECOM's wise council in respect of technical support. Rolf mentioned that he too particularly liked the introduction and all were in agreement that this was an excellent piece of work,

Colin Goodhind asked whether we should look into whether we could have a community based organisation providing broadband; and secondly the location of cabinets should be considered in order to make them less attractive to flyposting.

**11. Health and Wellbeing** (lead: Nick Westbrook)

11.1 Health and Wellbeing Group report (lead: Nick Westbrook)

### [Report of Health and Wellbeing Task Group to September SG Meeting](#)

#### [Health and wellbeing task group briefing note](#)

Nick presented the written report. There is a meeting set up on Tuesday 6<sup>th</sup> September at 6pm which will include management representatives from Wiltshire Health and Care (provider of adult community health from July 2016). Nick has also successfully made contact with local dental practices.

Last week the government announced changes to the way the NHS is funded which will have major implications for the way health care is delivered. It's becoming apparent that Melksham as a health community is somewhat different to the rest of Wiltshire.

Turning to the briefing note, Nick said that the biggest issue is the population figure. Potentially we are

seeing an increase of around 5,500 people, a total population of over 30,000 people, and doctors simply won't be able to cope.

Nick Westbrook said that St Damiens are having second thoughts about the suitability of Melksham House (the Campus), not least because it's unlikely to be large enough, especially for 4,000 patients. Colin Goodhind remarked that the parking provision there would be entirely unsuitable. There is a gross underestimation of the level of traffic potentially in and out of that site.

There needs to be a land use provision specifically for young people in the town – and not at the campus.

There needs to be somewhere in Melksham where ambulances are based (possibly by the Air Ambulance site). The sites adjacent to the Air Ambulance site should not be allocated for three storey housing.

Nick said this document is not designed to go into the Neighbourhood Plan, it needs a narrative; however the technical content should nevertheless inform the plan.

Nick asked that the meeting agrees the draft document. Those present were asked to provide suggested edits within 24 hours.

Richard Wood thanked Nick for the document and said that the general thrust of it was supported. The meeting gave permission for the draft document to be adopted. All were in favour of this.

In addition to asking if Phil McMullen could attend and be paid to take notes for the 6th September meeting, Nick also asked for authority to share the Report - as amended - in advance with participants at the meeting. This was agreed.

## 12. **Transport** (lead: Rolf Brindle)

Rolf said he wished to get together with Phil and produce a draft submission to the meeting. It could be addressed next meeting, with transport at the top of the agenda.

## 13. **Business**

Colin Goodhind reported that he was meeting with Dawn Lovelock and Richard Blueitt from Superior Graphics next week.

## 14. **Education** (lead: Richard Wood)

A draft statement was presented to the meeting. The policies were uncontroversial. Richard Wood asked that people considered it and came back with comments next meeting.

## 15. **Environmental update** (lead: Shirley McCarthy)

Shirley had no further comments to submit to the meeting.

## 16. **Any Other Business**

Colin noted that we have a meeting Wednesday 14<sup>th</sup> September with the Canal Trust to update us on the current status of the Master Plan. Colin said that if possible it should be a private meeting. John Glover remarked that we would get more out of it if it were a private meeting. All were in favour of this.

17. **Date of Next Meeting:** scheduled for Wednesday 28th September 2016

Apologies received from John Glover, Lorraine McRandle and Shirley McCarthy.

**Signed:**

**Chairman of MNPSG**

**Date:**

**Links to supporting documentation and relevant sites of interest**

[LEP paper January 2016](#)

[Melksham Bowerhill SHLAA map Aug 15](#)

[Shaw SHLAA map Aug 15](#)

[Whitley SHLAA map Aug 15](#)

[Final Sustainability Scoping Report](#)

[Briefing Note 258 - WILTSHIRE HOUSING LAND SUPPLY STATEMENT 2015](#)

<http://www.ourneighbourhoodplanning.org.uk/resources/documents>

<http://mycommunityrights.org.uk/neighbourhood-planning/>

[Wiltshire Council Core Strategy Sustainability Appraisal Report Addendum](#)

**Common Abbreviations: MNPSG = Melksham Neighbourhood Plan Steering Group; MCAP = Melksham Community Area Partnership; CAP = Community Area Partnership; AB = Area Board; SCOB = Shadow Community [campus] Operations Board; SG = Steering Group; TC = Town Council; MTC = Melksham Town Council; MWPC = Melksham Without Parish Council; PC = Parish Council; WC = Wiltshire Council; JSA = Joint Strategic Assessment; JSNA = Joint Strategic Needs Assessment; MIN = Melksham Independent News; DPD = Development Plan Document**