



# Melksham Neighbourhood Plan

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

Date: **Wednesday 22<sup>nd</sup> June 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. Paul Carter (MWPC)  
Cllr. Richard Wiltshire (MWPC)  
Cllr. Andy Hinchcliffe (MWPC)  
Colin Goodhind  
Cllr Paul Carter (MWPC)

Plus one member of the public

Notes: Phil McMullen, MCAP

## **1. Welcome and apologies**

Richard welcomed everyone to the meeting.

Phil reported that David Way, Shirley McCarthy, Mark Ashkowski, John Glover and Steve Gray had tendered their apologies for this evening's meeting.

Colin reported that Bruce Sanders had sent his apologies as well.

## **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. 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.

Nick Westbrook wished to declare an interest on 6.22 (payments)

## **3. Public Participation**

There was one member of the public present at the meeting. He did not wish to speak.

## **4. Minutes of previous meeting**

### [Revised draft minutes for May](#)

Colin commented that he felt the time had come not to keep pushing the canal issue to one side and had suggested that a meeting with the canal would be in order. He didn't see this mentioned in the May minutes. It should be included in the Housing section.

Given this amendment, Andy Hinchcliffe proposed and Colin Goodhind seconded that the minutes of the May meeting were accepted and all were in favour on that basis.

### [Draft minutes of the June 1st minutes](#)

Lorraine said that the Town Council had asked that if a speaker is invited to the Neighbourhood Plan could the Town Council specifically be invited along? The point was made that the meetings are already announced to the public via the website and on notice boards, but the point was nevertheless noted.

Colin proposed that the June 1<sup>st</sup> minutes be accepted as a true record and Nick Westbrook seconded and all were in favour. The minutes were duly signed off.

## **5. Matters Arising**

Colin Goodhind raised the point that as it was suggested at the last meeting to talk about the Master Plan with the Canal Trust, he had met informally with Ian Brittain, Jock Mckenzie and Paul Lenaerts. They had expressed their enthusiasm to meet and share their latest plans with us. In terms of housing numbers, Colin has agreed with them that a realistic figure is somewhere between 650 and 690 new houses. There is a challenge in terms of the route insofar as two of the landowners have had a change of heart. Colin was told that Compulsory Purchase would be a last resort which nobody actually wants. To clarify, it is a legal possibility and is recognised as such by the group and, Colin believes, by Wiltshire Council.

Colin continued that they then considered the planning issues around Berryfield, and reported that they are very keen to have a formal meeting to clarify this. They can meet and report between the third week in August or in early September if this would be acceptable.

Colin was keen that we should go into that meeting with an aim to clarify everything and to come out of it with an agreed way forward.

A date of 14<sup>th</sup> September was pencilled in for the meeting to take place.

Nick Westbrook expressed a concern that the Food and River festival was taking place on 3<sup>rd</sup> September and that there was a possibility that the Wilts and Berks Canal group might start creating expectations amongst the public before talking to us.

### **5.1 Agree Vision Statement for Open House event**

#### [Vision and Core Objectives version 4.0](#)

Richard suggested that we first consider those items which haven't been changed and agree each in turn.

Intro plus a) b) e) all relatively uncontroversial and agreed

n) and o) joined together, the latter should have “provide extra land for...” at the start

q) Richard felt it should say provide sustainable additional secondary school places

s) and u) can stand

Richard proposed that all of the above be accepted. All were in favour of this approach.

Of the others, g) and h) were particularly difficult. It was agreed that these be tabled for public views at the forthcoming Open House and public engagement events

l) suggested amendment “an expected increase” – this was agreed to

m) “for” other use not “and” other use

p) The meeting was happy to go along with the suggested amendment so long as the definition of what a “community hub” is, is given elsewhere in the document.

r) Promoting public transport. Andy said that the Town Council particularly wanted the routes to the Royal United Hospital element removed, because where we go for our health care might change. Rolf said he felt this was pleasantly aspirational as it stood. It was proposed by Richard and seconded by Andy Hinchcliffe that we include “bus services to local healthcare facilities” rather than to the RUH. All were in favour of this amendment.

t) –b) Teresa said that the new planning bill will automatically consider brownfield sites for housing UNLESS in your Neighbourhood Plan you have exceptions. We will need to specifically list those exceptions. Does Wiltshire Council have a definitive list of all the brownfield sites?

Councillors had raised a concern about the inclusion of specifically naming Cooper Tires in section (a). The preferred wording was, to include Liaising with owners of possible brownfield sites to explore how these sites may be regenerated in (b)

g) The settlement boundary, an envelope defined around the whole of Melksham, would, in Rolf’s opinion, open up the gaps for development. He would prefer to see separate boundaries around each of the smaller communities. Teresa noted that the housing allocations DPD will see settlement boundaries drawn around each separate community. Melksham Without Parish Council has coalescence fears and simply drawing a line around the whole of Melksham would effectively see Melksham joined to Beanacre or Shaw or Berryfields or Bowerhill. This is contrary to the Core Strategy. It was agreed to put this to public consultation.

h) Richard said we need a set of maps with a very clear display of proposed development numbers which we can present to the public. This gives everybody an opportunity to understand. We need to give the public the detail of the location and the numbers and let the public decide. Colin remarked that Cllr. Hubbard had been particularly against any figure being put into the vision statement. Nick Westbrook observed that the detailed figures had been included in the original June document but had subsequently been taken out by request. It was agreed to use those same figures to put before the public. Teresa / Lorraine to obtain appropriate map.

c) Rolf said he would like to see words changed regarding cycling and walking to leisure, recreation, education, retail and employment use so it’s not suggesting the only reason we want footways and cycleways is for leisure use. This was agreed to.

d) Is effectively about the Eastern by-pass. Richard Wood asked why the statement “in principle” was included – it was agreed to remove it altogether.

f) The clustered housing development areas. Everything in (f) is in (c ). Andy Hinchcliffe proposed removing F altogether. Rolf seconded. A majority was in favour, with one against and one abstention. Colin suggested that a further change to (c ) be made to include some of what was missing, which Nick Westbrook agreed to consider.

i) Richard proposed, Paul Carter seconded, all were in favour that the amendment be accepted.

j) Nick said that he had met with Jon Hubbard and agreed the words now included. Richard proposed that the amendment be incorporated as it now reads. Paul Carter seconded, all were in favour.

k) It was proposed by Nick and seconded by Rolf that the statement “alleviate the stress reported by GPs” should stay in. All were in favour of this.

v) Accepted but needs clarifying based on Teresa’s input on CIL contributions

w) Nick observed that Wiltshire already has a Community Land Trust. Nick went on to note that contrary to the Town Council’s expressed concerns, the Department of Community and Local Government had confirmed that this particular committee did in fact have the right to explore the setting up of a CLT.

*PMN: Note that following a meeting at MTC on 24<sup>th</sup> June a number of minor textural amendments were made to further strengthen the vision statement*

## **6. Finance Report**

### **6.1 Update on technical support grant application**

An application had now been submitted. Phil had been nominated as the principle contact with AECOM. There was a telephone conference arranged for Friday 24<sup>th</sup> which would include Lorraine, Teresa and Steve Gray.

### **6.2 Payments for Approval**

6.21 To consider the May 2016 invoice from MCAP reference 16/P/005 sum: £261.00

#### [MCAP timesheet for May 2016](#)

Andy Hinchcliffe proposed, Paul Carter seconded, all were in favour.

6.22 To consider the unnumbered invoice for May and June 2016 from Nick Westbrook sum: £51.97

Andy Hinchcliffe proposed, Paul Carter seconded, all were in favour.

### **6.3 Current Budget**

No update.

Phil remarked that he had yet to receive the April MCAP payment (ref. 16/P/004), so the budget would be unchanged from the last meeting.

## 7. Wiltshire Council Housing Sites DPD - position report

Teresa said that David Way has contacted us regarding 21 SHLAA sites. Melksham Without will be considering these on Monday night; the Town will be looking on the 4<sup>th</sup>. Teresa will forward the 21 sites to Mark Ashkowski.

### 7.1 a visit from Wiltshire Council re: Woolmore Farm

Teresa explained that WC Estates Office had decided they weren't ready to meet us regarding Woolmore Farm but had instead submitted a statement, a copy of which was shown to the meeting. Wiltshire Council are in effect a major landowner who are going to be selling off their land in the next few years, and we should be talking with them as a developer, possibly in a closed session.

An action was accepted for Teresa to talk to David Way to establish the list of potential sites as well as the brownfield sites.

## 8. Public Participation Sub-Group (lead: Nick Westbrook)

### 8.1 [Public Participation Group report for June](#)

Nick said regarding the open house event, the plan is to run from from 4.30pm on the Friday and from 10am on the Saturday. There is a meeting taking place after the conference call this Friday – Town Hall at 11.30.

A big map is needed for the event. Teresa / Lorraine to obtain appropriate map

Nick said the event would be costing around £150 for sound systems plus there would be some stationery costs and Facebook promotion costs. This was agreed to in principle.

Teresa proposed a paid advert in the Melksham news. All were in favour.

In terms of who is available to help, several people from Melksham Without Parish Council have kindly made themselves available, particularly between 10 and 2pm on the Saturday.

## 9. Housing (lead: Mark Ashkowski )

Mark reported via email:

- Housing group has not met since the last SG meeting - I have been very busy with work and other commitments. I am hoping to arrange another meeting for mid July.
- On a slightly related matter I gave evidence today [in Trowbridge] on the planning inquiry being held on the Gladman Homes application at Shurnhold. I spoke to the Inspector about community objections and about the work being done towards the NP, to include the site scoring, the proposals for E. Melksham development, and the vision statement document currently in consideration. The inquiry is due to last until the middle of next week.

## 10. Health and Wellbeing (lead: Nick Westbrook)

### 10.1 [Health and Wellbeing report](#) for June

Nick remarked the Air Ambulance is concerned that we pay particular attention to SHLAA sites 1005 and 1006 as they do not want houses built directly under their flight paths.

**11. Transport Task-Group** (lead: Rolf Brindle)

Rolf said he has finished writing the cycling section and has now started on railways.

**12. Business Task-Group** (lead: Bruce Sanders)

Richard Wood reported that there had been a useful meeting with Cooper Avon Tires between Frank Lane (Operations Director), with Richard Wood and Nick Westbrook on Wednesday 1<sup>st</sup> June.

**13. Education Task-Group** (lead: Richard Wood)

Richard Wood said he hoped to get an updated report to be approved at the next meeting.

**14. Environmental update** (lead: Shirley McCarthy)

Shirley has unfortunately had an accident and was unable to attend this meeting.

Rolf asked that we have something about the environment in our vision statement – we're not actually saying anything in there at present.

Formal adoption of the SEA sustainability scoping report should be undertaken at the next meeting.

Richard Wood asked what amendments were under consideration. A table of the amendments, all of which have been incorporated into the final revision, can be found here:

[Link to table of amendments](#)

[Link to final revised version of the SEA Scoping Report](#)

**15. Any Other Business**

It was remarked that town centre redevelopment has effectively been taken out of the Vision Statement by the Town Council's amendments. An action was placed on Nick Westbrook to look at the wording to see if it could be reinstated.

**16. Date of Next Meeting:**

The next meeting is scheduled for 27<sup>th</sup> July. Andy Hinchcliffe is on holiday on that date.

**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**