

## GS Neighbourhood Plan Steering Group

Meeting with Wiltshire Council at Monkton Park on 23 March 2015

Present: Sid Jevons, John McGrath, Tony Gregson (SG)

Henning Totz & James Prior (Wiltshire)

1. The primary purpose of the meeting was to review the draft of the NP document and to establish how to proceed with formal consultation.
2. Just before the meeting Wiltshire had supplied a draft NP format and this was discussed in conjunction with the parish's latest draft. The format is not mandatory but the GS draft format is not significantly different and it will be possible to reformat it accordingly.
3. Wiltshire placed great stress on "policies", saying the draft did not contain any. There was difficulty determining what "policies" really mean in this context but it appears to be a statement of intention in respect of each proposed development site and open space. Included in the policy will be supporting statements on aspects such as access, screening, building type, etc.
4. The plan must contain a description of the site selection (incl scoring) process.
5. Wiltshire said that it is important that the plan contains reference to reports on environment, habitat and flood risk. It agreed that the council would undertake these after production of the final draft but before the formal consultation.
6. The plan should state how the proposed number of 33 new dwellings (incl 12 affordable) was arrived at. It should also state that the already-approved Brook Farm dwellings must be discounted. Wiltshire confirmed that it was county policy to go ahead with the 40% guideline notwithstanding recent announcements on the subject.
7. There is no need for the plan to address the Human Rights Act.
8. Formal consultation must be with all "stakeholders", not just the parish and Wiltshire. To this end Wiltshire will send the SG a list of all those bodies, including their relevant contact points. Landowners who have offered their land for prospective development should be specifically addressed. All consultation details (including informal consultation) must be contained in a separate file as an annexe to the plan. The body of the plan should contain only a limited summary. The formal consultation may be via electronic means (save for hard copies for display in the village). When formal consultation is undertaken all stakeholders must be given the final date for responses. Such responses must identify the person or body before the inspector will consider them.
9. Wiltshire made reference to several entries in the draft over which the SG/parish had no control (e.g. broadband and bus services). These should be removed.
10. The plan must contain reference to review periods for monitoring progress. It is up to the Parish Council to decide on this but it is suggested that annual reviews at the end of each financial year might be appropriate.

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1. The primary purpose of the meeting was to review the draft of the NP document and to establish how to proceed with formal consultation.

2. Just before the meeting officers had supplied a draft NP format and this was discussed in conjunction with the parish's latest draft. The format is not mandatory but the GS draft format is not significantly different and it will be possible to reformat it accordingly.

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3. Officers placed great stress on policies, saying the draft did not contain any. Neighbourhood planning policies must encapsulate concisely what the plan seeks to deliver and the requirements development would need to meet in order to obtain planning permission. Neighbourhood plans which passed the examination can be used for reference but policies need to link back to the GS NP's evidence base, vision, and objectives. Further advice on policy drafting can be provided by officers.

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4. The plan must contain a description of the site selection (incl scoring) process.

5. Officers advised that it is important that the plan contains reference to reports on environment, habitat and flood risk. It agreed that the council would undertake a screening opinion on Habitat Regulations Assessment and Strategic Environmental Assessment after production of the final draft but before the formal consultation. Based on stakeholder consultation responses Steering Group may consider additional matters where necessary, such as flood risk.

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6. The plan should state how the proposed number of 33 new dwellings (incl 12 affordable) was arrived at. It should also state that the already-approved Brook Farm dwellings must be discounted. Officers confirmed that it was county policy to require 40% affordable housing in the area but a statement will be issued in due course in response to the ministerial statement on affordable housing.

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7. There is no need for the plan to address the Human Rights Act.

8. Formal consultation must be with all "stakeholders", not just the parish and Wiltshire Council. To this end Wiltshire will send the SG a list of all those bodies, including their relevant contact points. Landowners who have offered their land for prospective development should be specifically addressed. All consultation details (including informal consultation) must be contained in a separate file as an annexe to the plan. The body of the plan should contain only a limited summary. The formal consultation may be via electronic means (save for hard copies for display in the village). When formal consultation is undertaken all stakeholders must be given the final date for responses. Such responses must identify the person or body before the inspector will consider them.