

SHERSTON NEIGHBOURHOOD PLAN STEERING GROUP
Notes of meeting held on Thursday the 19th April at 7.30pm in
Sherston Village Hall.

PRESENT:

Mr J Matthews (JM) - Chairman
 Mrs Sarah Wood (SW) – Admin Support

<u>Representatives of the following</u>	<u>Groups/Organisations</u>
Mr J Knight (JK)	Sherston Allotments
Mr John Thomson (JT)	Malmesbury Area Board
Mrs Annabel Llewellyn Palmer (LP)	Sherston Busy Hands Pre-School
Mr Rob Johnson (RJ)	Sherston Businesses
Mr Nigel Freeth (NF)	Sherston Churches
Mr T Weedon (TW)	Sherston Green Wing
Mr Graham Morris (GM)	Sherston Parish Council
Mr Mike Johnson (MJ)	SOSCIC
Mrs Judy Sharp (JS)	Tolsey Surgery
Mrs Helen Quirk (HQ)	Sherston Senior Club
Mr M Rea (MR)	Sherston Village Hall
Mrs Georgina Clampitt-Dix (GC-D)	Wiltshire Council

Definitions: Neighbourhood Plan (NHP)

Item
<p>12. Apologies for absence JM welcomes everyone and thanked everyone for attending the meeting. Steve Harvey (Sherston Primary School) Kevin Smith (Sherston Sports Groups), Anthony Price (Sherston Scouts and Youth) and Jo Curson (Sherston Housing) sent their apologies.</p>
<p>13. Approval of notes from the meeting held on the 22nd of February. Notes were approved by the group. All notes will be available to view on the Sherston website and will be linked in to a new Planning Portal on Wiltshire Council website. Everything discussed in the meeting will be noted unless discussed previously. All meetings are open to the public and notes available for public view.</p>
<p>14. Update on the Neighbourhood planning process GC-D reports to the group that there is no update or change to the process. MR informed the group that Dawlish a market town in Devon have produced its parish plan and that the steering group might find it useful to view a finished document. ACTION – MR will send the link via e mail.</p>
<p>15. Approval of Terms of Reference. At the parish council meeting on the 8th of March, the terms of reference were approved by the council (parish council minute reference 384). The finalised terms of reference will be sent to all members of the group.</p>
<p>16. Draft Housing Needs Survey The results of the Parish Housing Needs Survey has been circulated to all members. 45% of the parish responded to the recent Housing Needs Survey, and based on the response of the survey indicated that 21 affordable houses are needed as a minimum over the next three years. The survey is in draft form once small amendments are made to the summary by the parish council it can then be approved and results presented to the village.</p>
<p>17. Draft Project Plan GC-D has been working on a project plan with Wiltshire Council for the steering group which will give direction and an</p>

indicative time line. It will be an outline plan with areas that can be adapted to suit specific needs of the Sherston scheme. ACTION – GC-D to send outline plan to SW before next meeting. All consultations need to be documented. Each group must provide an audit trail of consultations. Ultimately a consultation statement will be compiled.

18. Each group shared their initial aspirations

18.1 Sherston Scouts and Youth

Anthony Price although not present at the meeting informed JM that he is in the process of consulting within the scout group. He has already received an initial positive support for communication and discussion amongst leaders and youth (core groups 10-14 and 14-18year olds). They have in mind a number of themed sessions to enable engagement from each group in a practical way. In order for the consultation to be conducted correctly the sessions will need to be spread over the coming months and will need several weeks input. There were also some improvements that they wished to see in the Scout Hut.

18.2 Sherston Primary School

The following are some of the aspirations that Sherston School feel should be considered within the scope of the Neighbourhood plan, sent in by Steve Harvey.

- Re location of 'Sherston busy hands' on to the school site.
- Long term solution to the parking and travel issues
- Expansion of the school buildings and grounds to enable further facilities.
- Embrace and take on board modern sustainable technology

18.3 Sherston Housing

Jo Curson unable to attend the meeting reported to JM that Kevin McCloud has been made aware of the Sherston project and Green Square has offered any advice or input regarding housing plans. At the last meeting she also offered advice on consulting difficult to reach groups.

18.4 Sherston Allotments.

Mr John Knight reported to the group that It is to be recognised that since the disbandment of SAGA (Sherston Allotment and Gardening Group) no body/ organisation is in place to properly represent the views of this group and that until such time that this is addressed any views expressed by anyone on behalf of the group can only be recognised to be of a personal nature and to be, thereby, non compliant with the rules of The Group. Cognisant of this a meeting of allotment holders and other interested parties has been convened for 8th May 2012 when it is hoped that there will be an adequate turn out from which a management committee may be formed with appropriate processes following.

Some of the aspirations of Sherston Allotment group are as follows:

- The principal interest of allotment holders relating to the Green Lane/ Knockdown Road Site is that this land shall remain in use solely as allotments
- Secondary is the need to provide additional and suitable space for development as above to meet the aspirations of those currently upon the waiting list, and any others to follow.

18.5 Senior Club

Mrs Helen Quirk has joined the steering group as a representative for the Senior Club. Although Mrs Quirk has spoken to the senior club she relayed concerns that not all elderly belong to the senior group and wondered how they can be consulted. The majority of seniors are not online and not all read the Cliffhanger. It was agreed by the steering group that this is a difficult to reach group and Jo Curson's experience on this matter will be sought. JM suggested that a lunch time or coffee meeting for over 60s could be arranged to discuss scheme.

Mrs Quirk asked if Care Homes had been considered, if so the location of it would be very important, as North End Gardens is a long walk from the centre of the village but also up hill. GC-D agreed with HQ and reported that if elderly facilities are built part of the criteria is that they need to be on flat land which is accessible for the elderly. JM reported that with the redevelopment of Easton Town there will be two more affordable homes, also Anthony Close is an area

which would be a prime spot for redevelopment for newer and more homes for the elderly. HQ will ask the senior club for any thoughts and will send them to SW.

ACTION – JM and SW to organise event for the seniors.

18.6 Sherston Businesses

Rob Johnson has found contacting local businesses difficult. There is no list of businesses and the businesses that he did manage to contact, the response was disappointing. The feedback Mr Johnson did receive was the overall need for faster broadband and the possibility of a serviced business centre which was available to rent on a monthly basis. It was suggested at the meeting to hold a 'Business Breakfast' in the Rattlebone and invite all businesses in the area to attend. Mr Johnson is also in the process of setting up business group. JM is in constant contact with Ian Baker who is at Wiltshire Council to ensure that Sherston is considered for faster broadband.

18.7 Village Hall

Martin Rea reported on the village hall committee and have come up with the following points:

The village Hall would like to see improved facilities, renewing the kitchen and main lobby areas. It would like to keep the back field as open space possibly providing play equipment for the pre-school children; although the village Hall totally support pre-schools wish to re locate to new premises. It would not want to see the Old School yard as a public car park.

In the past there has been some thought given to relocating the village hall to a new site on the edge of the village. This was considered when it was likely that the primary school would remain on the old site. With the school having relocated to new premises the idea has now been discounted as it is believed best that the hall remains in the centre of the village where it is as accessible as possible to all.

18.8 Sherston Busy Hands Pre-School

Mrs Annie Llewellyn-Palmer has consulted with the pre-school and its future aspirations are that it would like purpose built premises ideally located at the primary school, this would allow extended hours, outside play, improved facilities and a connection with the school.

18.9 The Green Wing

Mr Tony Weedon was representing this group on behalf of Irene Johnston. The aspirations of this group are to further develop Grove Wood, and for a community orchard to be planted.

18.10 Tolsey Surgery

Mrs Judy Sharp who is practice manager of the Tolsey Surgery attended the meeting in place of Doctor Watkins. The main aspiration is for the practice to move into new purpose built premises. The current building is too small, and all consulting rooms are on the first floor which is not ideal. Mrs Sharp informed the group that funding will be needed for a new surgery as the PCT will not fund it. The overall footprint for a new surgery is approximately 430m².

18.11 SOSCIC

Mike Johnson has consulted with SOSCIC about its aspirations and two are as follows:

- It would like to see the yard area to the rear of the Old School used for some additional beneficial purpose (i.e. other than parking/access).
- As regards the Old School itself, SOSCIC would like over time to broaden out the range of uses to which the building can be put to.

18.12 Sherston Churches

Mr Nigel Freeth reported to the group that Sherston Church's main focus with regard to development would be the future of the vicarage site off Green Lane.

Main aspirations are as follows:

- Relocation of the vicar to new updated vicarage in Sherston
- Provision of further burial ground for the parish

The community would whole heartedly support having the vicar based in Sherston. Mr Freeth has site plans and will discuss with GC-D on how to take this further.

18.14 Sherston Sports Association

Kevin Smith was not at the meeting but sporting interests must be incorporated into the plan. Improved sporting facilities was included in the list of the schools aspirations. Possibilities include an all weather multi-use courts, improved pavilion and parking facilities.

18.15 Transport

Car parking and access to public transport must also be considered in the plan. Plans for the future such as car sharing scheme and other sustainable transport will be included.

18.16 Parish Council

The Annual Meeting of the Parish is on the 23rd of May and precedes the next scheduled Front Runner meeting. This will be a good opportunity for the steering group to update the public about the progress of the scheme. Some aspirations can be presented and the public asked to think about what aspirations they might have.

19. Future actions

SW and JM will meet and work on the notes of the meeting. The next stage is for the public to be given an update on the scheme at the APM on the 23rd of May. A 20 minute presentation can be given allowing for 10 minutes of questions, report on key themes such as the aspirations of the church, surgery, school and pre-school. It is an opportunity for the public to first learn about these themes and to think about what comments they might like to make. A meeting will need to be held the week before to enable the presentation to be discussed; aspirations should be presented by the group themselves and not led by the parish council. MR suggested including some aspirations into the Mays Cliffhanger to encourage people to attend the APM.

Actions – SW and JM to arrange meeting date week prior to the 23rd May.

20. Costs

SW asked GC-D about how to invoice Wiltshire Council for costs such as village hall hire, admin support, stationary etc. GC-D will talk to Wiltshire Council's finance department and let SW know the most transparent way forward.

21. AOB

If the housing needs survey has been finalised in time for the APM it would be possible for Victoria Kay from Wiltshire Council to present the findings.

22. Time and Date of next meeting.

The next meeting will be held the week commencing 14th May (day tbc) to refine group aspirations and our presentation of the NHP at the Annual Parish Meeting on 23rd May. The following meeting will be on 17th July.
(Please note that since the meeting 17th May has been chosen.)

The meeting closed at 9.40pm. The notes were taken by Sarah Wood, admin support to the Steering Group.