

# **SHERSTON NEIGHBOURHOOD PLAN STEERING GROUP**

Notes of meeting held on Thursday 15<sup>th</sup> October at 7.30pm in

The Old British School Rooms, Sherston.

PRESENT:

Mr J Matthews (JM) - Chairman

Mrs Sarah Wood (SW) – Admin Support

Representatives of the following Groups/Organisations

Mr J Knight (JK)	Sherston Allotments
Mr Freeth (NF)	Sherston Churches
Mr Graham Morris (GM)	Sherston Parish Council
Mr M Rea (MR)	Sherston Village Hall
Mr R Van Rooyen (RV)	Sherston Scouts and Youth
Mr M Johnson (MJ)	Sherston Old School Committee
Mr R Johnson (RJ)	Sherston Businesses
Mrs J Sharp (JS)	Sherston Tolsey Surgery
Mr J Thompson (JT)	Malmesbury Area Board
Mr S Harvey (SH)	Sherston Primary School
Mrs I Johnston (IJ)	Sherston Green Wing
Mr C Minors (CM)	Wiltshire Council

Two members of the public also present at the meeting

Definitions: Neighbourhood Plan (NHP)

Item
<p><b>31. Apologies for absence</b> Apologies were sent from Mrs Annabel Llewellyn Palmer (Sherston Pre-School), Mrs Jo Curson (Green Square) Mrs Helen Quirk (Sherston Seniors) and Mr Anthony Price (Sherston Scouts and Youth)</p> <p>JM welcomed UWE student Andy Pearce who has been in contact with the steering group surveying the Neighbourhood Planning as part of his dissertation. JM explained that he would answer any questions after the meeting and if any member of the group wished to help with the survey to also speak to Andy after the meeting or by e mail.</p>
<p><b>32. Summary of the workshop held on July 17<sup>th</sup> 2012</b> CM reported on his draft summary of the workshop. The document will be circulated when finalised. CM relayed that the workshop was very positive and attendance was great, exceeding expectations. Further consultation will need to be held particularly with the hard to reach groups such as the youth and the elderly. JC from Green Square has experience in this area and has offered her advice and help on consultations with these groups.</p> <p>Many social aspirations were noted at the workshop and the next step is to home in on what can be achieved and which aspirations to take forward to the next stage. In the discussion paper aspirations documented at the workshop have been grouped into different topics. To enable objections to be established from each topic, it was suggested by CM that sub groups could be set up. Once objections are established the outcome is explained.</p>
<p><b>33. Overview of consultation and draft time lines.</b> CM circulated a time line and had mapped out a plan to target May 2013 (which the steering group originally set). However he believes that this is a very ambitious target and a more realistic period is the end of summer 2013. The May date was originally set because the group were told that the plan needed to be completed within 18 months. All agreed that the new date is more achievable and allows slippage time if needed. ACTION – CM to change dates of timeline and also include definite action so they can be met and signed off.</p>
<p><b>34. Formal Application for the designation of the Sherston Neighbourhood Area</b> This is a legal requirement which formally applies for the designation of the parish of Sherston as the Neighbourhood Area. The parish council will need to ratify this at the next meeting and the document signed. ACTION – CM to send to SW before the next parish council meeting.</p>

### **35. SA/SEA nominee**

A sustainable environment assessment will need to be carried out before the Neighbourhood plan is completed. It is vital that it is undertaken and should be seen as a useful tool rather than time consuming and technical. CM suggested nominating a member of the steering group to work with him on the assessment. If the steering group are happy JM offered to be the main point of contact for CM.

### **36. CABE support**

In September the Design Council offered front runners assistance with their neighbourhood plans. Sherston was put forward by Wiltshire Council but unfortunately, due to the numbers who applied, it was not chosen. However the Design Council have organised a free neighbourhood planning workshop for groups in the southwest. The workshop will include presentations on what has been learnt from other projects across the country, opportunities to hear from local groups and dedicated one on one time with experts from the design council to discuss specific projects. The workshop is to be held on 27<sup>th</sup> of November in Swindon and three places are available. CM will organise once the 3 attendees are decided.

### **37. Sub- group Working Party**

CM explained that the next stage is to identify which aspirations will be taken forward and which remain on hold. He asked the group if it agreed with the topic headings of the aspirations. The headings were acceptable but some aspirations could be moved to different groups as they were being doubled up under different headings. This will be looked at. As there are so many social aspirations on the list, CM was asked if he could help highlight the ones that are not normally in a plan. CM answered that he can advise but not choose or pick aspirations as this will be the steering group's decision; though he is happy to draw together the objectives of the plan.

CM suggested that at the next meeting more time can be dedicated to discussing the objectives of the plan. Once these are in place the policies will become more visible. In the next two weeks CM will circulate a list of objectives which the steering group will need to consider before the next meeting.

### **38. Additional Support**

CM informed the group that the Princes Trust, Locale and the Design Council are just some of the organisations that are offering support. CM will help with applications through Wiltshire Council. Once the plan has progressed further, advice will be vital. Towards the final stages of the plan, examination occurs before a public referendum. Central government have put in place a financial mechanism to allow further resource to be used if needed.

### **39. Future actions**

The next meeting is to be held on 21<sup>st</sup> of November.

### **40. AOB**

JM apologises for the delay of a meeting since the workshop in July. Now timelines have been given and process clarified progress on the plan can flow again. Discussion took place regarding the amount of consultation needed before the plan is compiled.

RV gave an update on how the scouts have been involved with the consultation; it is ongoing and are currently taking abstract ideas and turning them into concrete aspirations. By using break out groups they have established ideas such as: more facilities and activities for their age group, increased space in village hall, improved transport so they can access the outside world more. Once ideas have been discussed they will be refined and formally documented at a later date. JM thanked RV and the scout group for its work on the NHP. JM informed the group as mentioned previously that JC has offered advice on how to reach the youth that are not involved with the scouts and other associations.

MR reported that Housing Authority tenants are another group that are hard to reach. JT reported that the forthcoming welfare reform will affect many people in this group and will have an impact on the housing needs in the parish. When JT received more information on the reform he will forward it to the group.

### **41. Time and Date of next meeting.**

JM thanked all for coming and will look forward to seeing them on 21<sup>st</sup> November.

The meeting closed at 9pm The notes were taken by Sarah Wood, admin support to the Steering Group.