SEEND PARISH NEIGHBOURHOOD PLAN STEERING GROUP

Meeting Minutes

26/01/2017, 7.30PM The Pavilion

1. APOLOGIES FOR ABSENCE – Tony Murch, Carola Thorpe, Pamela Akerman. Apologies also received from Nigel Knott and Brian Crisp (traffic sub-group)

 In Attendance – Georgina A’Bear, Sarah Chard, Steve Vaux, Kevin Rigg, Aldetha Raymond, Sue McCulloch. Also Mark Wood, with Lye Field Petition

2. DECLARATIONS OF INTEREST – Steve Vaux restated his interest in the Lye Field

3. APPROVE MINUTES OF PREVIOUS MEETING – Amendments agreed and minutes approved for meeting 24/11/16. Amendments to be made to minutes of 8/12/16.

4. MATTERS ARISING

After the meeting on 24/11/2016, Paul Manning tendered his resignation. Georgina A’Bear thanked him for all his work and support. The constitution was amended to reflect the resignation.

On 15/12/2016, Georgina A’Bear, Pamela Akerman and Steve Vaux met with Vicky Burvill at County Hall, to discuss Housing Needs and Methodology of Site Assessment. The meeting was very useful, and the report has been circulated. Pamela Akerman has completed her report, and this will be discussed at the next meeting.

Steve Vaux reported that his approach to liaise with Melksham Without Parish, in regard to a policy to create an ecological buffer zone along the K & A Canal,will be discussed at their next meeting, and they will advise. It was suggested that we look into liaising with other adjacent Parishes, especially with those that border the canal – Rowde, Semington and possibly Poulshot.

We will ensure that the date of the next Steering Group meeting(s) are advertised in Spotlight – they are already on the website.

5. SUB-GROUPS

Footpath Sub-Group - Work complete in terms of Neighbourhood Plan. PC has appointed a Parish Councillor, Nick Vaux,as liaison and volunteer working parties will monitor & maintain footpaths etc as needed.

Mapping sub group – ongoing. With regard to the Green Spaces, Kevin Rigg would like to add something to the Spotlight article regarding green spaces and tree planting – feedback from parishioners is required to take this forward. Kevin will send a draft for inclusion in March edition and forward to Carola Thorpe. Steve Vaux advised that grants and schemes are available in connection with this.

Traffic sub-group – Apologies received. The traffic group have taken onboard the Neighbourhood Plan’s previous comments, and also have additional information they want to update on their report. They are now unlikely to report to Parish Council before February.

6. VISION AND OBJECTIVES – Steve Vaux added to the Visions and Objectives, and the amended document has been re circulated recently. Pamela Akerman to be asked to look at Wellbeing, Tony Murch to be asked to look at Traffic. Kevin Rigg to continue his work on Green Spaces. Tony Murch and Georgina A’Bear to look at village/community assets.

A Housing sub-group to form and meet.

The Business Survey is now complete and needs to be included.

The headline statements on the Visions and Objectives were discussed with Mark Wood, to gauge his thoughts. Mark Wood brought the Lye Field residents petition to the attention of the steering Group and Steve Vaux emphasised the importance of working together on this. Over 100 residents signed the petition against the proposed Aster development – it is hoped that they will attend and support the next consultation event. Mark Wood then left the meeting

Carola Thorpe has drafted a pre-amble to the Visions and Objectives, not yet circulated but passed to Steve Vaux for reference.

The Steering Group agreed that Steve Vaux should write to the Head Teacher and Chair of Governors at Seend School to ask them to reconsider their response to the Stakeholder survey, in the light of Wiltshire Council’s plans for schools in the Melksham area.

7. BUSINESS SURVEY – 65 businesses were approached and 11 responses received, the draft report has been circulated. All respondents to remain anonymous. All present were happy with the report produced, and agreed to update this to Version 1, with the addition of some acknowledgments. No expenses were claimed, and Georgina A’Bear thanked Sue and Brian McCulloch for their hard work.

8. ASSESMENT OF SITE AND METHODOLOGY – Some amendments have been made to the document, and it was agreed that a separate meeting would be required to discuss this in detail, prior to public consultation. Georgina A’Bear to approach a local professional to review the document (subject to ensuring that there are no conflicts of interest)

Aster had previously approached the Parish Council to get their opinion to build two houses on the Pelch – disappointment was expressed that they didn’t liaise with the Neighbourhood Plan group on this site and the question asked whether there were any other proposed developments.

9. HOUSING NEEDS SURVEY. Pamela Akerman’s report on Housing numbers to be included verbatim in Housing section of Visions and Objectives document. To be discussed further at next meeting, if required.

10. COMMUNITY CONSULTATION. Carried forward to next meeting – date needs to be set.

11. WEBSITE and EMAIL – No news on website, Steve Vaux will update online. Replace 24/11/16 minutes, add 8/12/16 when approved after re circulation plus Business Survey report. One email received - see AOB. 99 unique visits to website, viewing 218 pages.

11. SPOTLIGHT – Carola Thorpe to draft for March edition – update and Business Survey, plus Kevin Rigg’s Green Spaces item (as above) Also include dates and the usual on volunteers welcome at any time plus looking for a minute secretary.

12. FINANCE – No further expenses. Sarah Chard to investigate dates for applying for grants for next year. Steve Vaux was asked for invoice for use of Pavilion for this year.

13. ACTION PLAN REVIEW – to be updated, some amendments to be made to order of items within categories.

14. AOB. – Email received from a resident regarding rumoured building of a road from Spout Lane to proposed Aster development. Georgina A’Bear to reply, stating we have no information at present, suggest he looks at Parish Council website and contacts landowner for clarification.

Email received from David King at ‘Planning Street’ – former planning officer looking for business. Georgina A’Bear to respond – acknowledge receipt, not needed at present. Details to be held on file.

Carola Thorpe met with Peter King, involved with Potterne NP on professional basis, as well as being a resident. Her report has been circulated.

Meeting closed 21.50hrs

Next Meeting (all Pavilion, 7.30pm unless advised otherwise)

23 Feb 2017

30 Mar 2017

Also 9 February to discuss Site Assessment Methodology document and Pamela Akerman’s Housing report – Knightsmead Farm (time and venue tbc)

Going forward, agreed to keep meetings to last Thursday of each month.