



## Neighbourhood Plan Steering Group

Report following 7<sup>th</sup> NPSG Meeting at Mill House,  
6<sup>th</sup> September 2017

<b>Present:</b>	John Corbett (JC) Tim Cook (TC), SSDC, Area East R. Heath-Coleman – Leader (RHC)	Bryan Norman (BN) Terri Plummer (TP) Jo Witherden (JW), Consultant
<b>Apologies:</b>	Steve Millard (SM)	Kate Oram (KO)

**1. Welcome, and apologies** noted as above.

**2. Conflicts of Interest:** NPSG members to note when land or other matters are discussed if there could be a potential personal conflict of interest.  
It was noted that some might consider that TP and RHC had personal interests in decisions in respect of land adjacent to their respective properties; therefore neither would vote respectively on any matter connected with that land.

**3. Report following meeting 31<sup>st</sup> July** - circulated

*Feedback from PC:* None because the PC had not met since the July report was circulated.  
Next PC meeting Monday, 11<sup>th</sup> September.

### 4. Land & Landowners

For the record, (28) landowners with land within the parish had been sent a letter with a 'call for sites' registration form in July. Five had submitted completed forms registering sites to be considered. There had been no written responses from any of the others (one oral '*thank you but no thank you*'). The call for sites was also publicised in the magazine, on the website and by posters.

Those present visited the sites (4.00 p.m. to 6.30 p.m.) and at each site JW filled in a description form. Photos were taken by JW and BN.

Other material now held:

- SSDC map showing land grades.
- Copy of Alternative Sites Assessment – Land off West Camel Road (2014), for new primary school.
- Archaeology reports (a) for affordable housing/new school projects and (b) subsequent surveys on playing field and 'Medical Centre' field (by permission) funded by Frontrunner fund.

#### Actions:

1. RHC spreadsheet to be updated by JW who will add relevant NP aims (i.e. how the site could contribute to objectives taken from the existing draft NP) as well as land descriptions, and return the spreadsheet with updated score sheet (for SG assessment of risks and impacts).
2. RHC to complete spreadsheet where possible from the landowners' registration forms.
3. **ALL to score independently (excluding members for sites where conflicts of interest were raised). QC SG members to then meet at Mill House on Tuesday, 19<sup>th</sup> September (date and time to be confirmed with absent members).**
4. JW to independently check consistency of scoring across sites and to raise potential issues.
5. Next meeting with JW to focus on finalising site scores and to consider the issue of reintroducing a development boundary.

## 5. JW's Housing Needs Review – working draft, issue 1, June 2017.

- 5.1 *Service Providers* – **RHC to continue to chase return of form from primary school.** All other forms now with JW.
- 5.2 *Housing Needs Review document:* **JW to update HNR** following e-mail response 23 August from Jo Wilkins, SSDC's Acting Principal Spatial Planner, and to also note as relevant handwritten statistics from BN based on the 2011 census.
- 5.4 *Housing Needs Survey:* In her e-mail of 23 August, Jo Wilkins suggested we may wish to update our 2011 Parish Housing Needs Survey to help to more accurately inform the housing need. It was agreed that this should be done and that the survey should be extended to include employment needs.  
RHC tabled a Community Housing Fund Grant Application Form and a blank survey form, which she had collected at a recent event at SSDC, Wincanton.  
**Action: RHC to discuss the funding and process with TC on Friday, 8<sup>th</sup>, and to advise the group.**

## 6. Public Consultation – Friday, 10<sup>th</sup> November afternoon/evening, Saturday, 11<sup>th</sup> November morning.

- Memorial Hall booking confirmed by JC (will also need access to kitchen)
- Publicity – magazine/website entries to be agreed by 20<sup>th</sup> September and 20<sup>th</sup> October, poster by 20<sup>th</sup> October. **Action RHC with group**
- NPSG planning meeting 17<sup>th</sup> October (to consider using village model to get interactive involvement provided the model is in good enough condition).

## 7. Getting About – review of routes for possible bridle ways

- 7.1 Traits Lane to Gason Lane (across MOD field) walked and photographed by RHC/SM/KO Wednesday, 2<sup>nd</sup> August – specifically for horse traffic.
- 7.2 QC to West Camel/return (WN23/7, into 23/31, into Y27/5, the latter in West Camel Parish) – walked and photographed by RHC/SM/KO Thursday, 17<sup>th</sup> August.
- 7.3 QC to Marston Magna/return (WN23/25 into Y15/6, the latter in MM Parish) **planned for Saturday, 16<sup>th</sup> September.**

## 8. Community Facilities

- 8.1 *Playing Field:* sub-group RHC/TC/SM/Jamie Paul met 19<sup>th</sup> July. JP advised that the existing content in the draft NP was unchanged (except for some drafting tidying). This is based on a maximum housing growth of up to 30 homes. However, the subsequent Service Provider Form identifies a need for more land if housing development was for 50 or more homes. **The SG need to revisit what has been drafted.**
- 8.2 *OSS (old school site):* SCC decision on its retention of the site as a school for special needs not now expected before November.

## 9. Work Schedule – lists all other ongoing actions – copied to NPSG.

## 10. AOB

- BN's proposal for a by-pass was now an item on the PC agenda (see PC Minutes 04(07/17) Highways). JW advised that unless any bypass plans had reached a stage where there was a reasonable likelihood of their being delivered, these should not be included as proposals in the Neighbourhood Plan; however reference to the degree of local resident support for such a bypass could be included.
- BN asked RHC to resend copies of the draft NP and Appendices as he had suffered a system failure.

## 11. Next Meetings

QC SG **19th September**, primarily for land scoring – to be confirmed with absent members.  
Full group with JW Tuesdays, **4<sup>th</sup> October and 17th October** (the latter primarily planning for consultation drop-ins on 10<sup>th</sup>/11<sup>th</sup> November).

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To: NPSG

Cc: Jo Witherden (JW), Consultant

Cc: District Councillor, Mike Lewis  
PC Chairman, John Brendon  
Parish Clerk for Parish Council