

Stanton St Quintin Neighbourhood Development Plan Steering Group

Minutes of the meeting of 17th September held in Long Barn These minutes should be read in conjunction with the September 2018 PowerPoint presentation

Present: Paul Craven (Chair), Elspeth Schwenk, Mike Smith, Graeme Pattison, Rosalind Brown, Roger Starling, Hilary Greene

	Action
1 Apologies Stephanie Fenton and Gil Schwenk sent apologies.	
2 Minutes and actions from 9 July	
2.1 Minutes agreed	
3 Matters arising Hilary has still to hear from the Diocese. Vision Statement revision – will be addressed as aob. Footpath issue – Mike confirmed he had referred this to Nick, Chair of the Parish Council for him to liaise with the Rights of Way team.	
4 Treasurer's report	
4.1 Roger reported that the balance at bank is £4787.87. We have had an invoice of £800 from Lemon Gazelle for their last piece of work which needs approval to pay. Mike proposed, Graeme seconded. The meeting agreed to make payment. Roger will arrange.	Roger
4.2 Mike has submitted expenses of £143.32 for maps and the subscription to Parishonline. Paul proposed we pay this, Graeme seconded so it was agreed. This leaves us with £204.55 for sundries like printing and hire of the hall.	
4.3 There was some discussion around Dyson plans. Roger said he was going to try and get a donation from them towards our work.	Roger
5 Green Spaces	
5.1 Paul showed a list of 6 green spaces that have been identified – see his slide 4. This includes the army sports field and the Village Green. Paul asked us to let Graeme know if we think of others that should be included. We wondered about the garden in front of the mess – Mike thought it would be included in the listing of the mess as curtilage.	ALL
5.2 Graeme is still working on whether footpaths and bridleways should be included in the NDP. He and Mike are to get together to mark all the green spaces on a map.	Graeme Mike
5.3 Paul asked Mike to get a map showing footpaths in the village for our next meeting.	Mike
5.4 Slide 5 shows other types of space that we need to consider: <ul style="list-style-type: none">• SSSI• County Wildlife sites• Conservation areas• Archaeological sites Graeme mentioned the stream bed by the bridge down from the Parish Hall which is paved and would have been a ford in previous years. This could be considered an archaeological site.	
5.5 Mike will identify all these sites on a map.	Mike
6 LG Issues to Options Worksheet	

		Action
6.1	Paul has started adding to the work done by Sarah from LG (see this on the version circulated with these minutes). He asked that we all look at the worksheet and let him know by email what other bullet points should be considered under each of the 3 main headings in the worksheet. We can then populate the worksheet next meeting.	ALL
7	AOB	
7.1	The Housing Needs Survey report will be approved by the Parish Council on 25th September. It can then be published on the Wiltshire Council website. Paul has pulled out salient points and some graphs from the report on slides 10-13.	
7.2	We will need to include the Conclusions from: <ul style="list-style-type: none"> • Housing Register of Wiltshire Council, • Local Strategic Housing Market Assessment and • Advice from allocation staff who manage the Register must also be taken into account. Paul will complete the third point and he will find out where the others exist. He is then looking for volunteers to check them.	ALL
7.3	Mission Statement – to be considered at our next meeting. Elspeth has submitted her proposed revision. Others are encouraged to do so – to Paul.	ALL
7.4	The design report from AECOM Urban Developers is due this week. We can consider it at our next meeting.	
8	Dates of next meetings – all at Long Barn 7.30pm Monday 8 th October Monday 12 th November	