**Stanton St Quintin Neighbourhood Development Plan Steering Group**

**Minutes of the meeting of 12 November 2018 held in Long View**

**These minutes should be read in conjunction with the November 2018 PowerPoint presentation**

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

|  |  | **Action** |
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|  | **Apologies** |  |
|  | Gil Schwenk |  |
|  | Minutes and actions from 8th October  |  |
|  | Minutes agreed |  |
|  | Matters arising |  |
|  | Hilary has still to hear from the Diocese. She has chased again recently. |  |
|  | Mapping of green spaces – Mike and Graeme will get this done by the next meeting.  | Mike and Graeme |
|  | Mike will check regarding footpaths and bridleways. He has overlays of all the different types of space.  |  |
|  | He has made a list of all listed buildings within SSQ and of other ancient monuments. He will let Hilary have the list | Mike |
|  | In October we agreed a new Mission Statement:Stanton St Quintin wishes to develop a forward-looking approach to the changes affecting our community. We aim to maintain the rural attractiveness of the village while sensitively crafting and enhancing the locality. We acknowledge there are changes that impact our community and we wish to maximise the opportunity presented to the parish by those changes.The Neighbourhood Development Plan will help frame and meet the evolving needs of the community.  |  |
|  | Treasurer’s report |  |
|  | Current bank balance £3804.55, of which £3600 is committed to Lemon Gazelle. |  |
|  | **Feedback from WC NP Forum 8/10/18** |  |
|  | Paul had attended a NP Forum run by Wiltshire Council. He met with the Head of NP and with our liaison officer. They are happy with our progress. He discussed our plans for the boundaries of the village and they agreed. The only outstanding issue is what we do with the Barracks. Should we include them in the boundary of the village or not? |  |
|  | It was a good opportunity to meet with others who are working on their NPs. He concluded that we are further on than most of the others. |  |
|  | He also learned that Wilts Council advice is for NPs to go to 2036, not just to 2026. Also the definition of affordable housing is being refined. |  |
|  | He will circulate the slides from the meeting. |  |
|  | **LG Refining Options Worksheet** |  |
|  | We have received from LG a worksheet based on the issues to options one previously worked through – now going on to the next stage of how to pursue the options. Paul set the aim of this meeting to understand what we need to do then in the next 3 weeks email our responses to him for him to populate the worksheet in time for us to agree at the next meeting in December. |  |
|  | We went through the worksheet raising queries in each section. Paul thinks that we can challenge some yellow and some green boxes. A reminder of what the colour coding means. |  |
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| Likely to be acceptable | Possibly acceptable | Unlikely to be acceptable |

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|  | The query about the housing on Buckley Barracks arose again – Mike and Graeme will establish the number of houses on the Barracks which are part of SSQ and which are in St Pauls Malmesbury Without. |  |
|  | There were some options that weren’t understood e.g. page 11 ‘No policy on services and facilities in the Neighbourhood Plan’. These can be highlighted in our response as well. |  |
|  | Responses to Paul by 3rd December | All |
|  | **AOB** |  |
|  | **Design Guide Final version**AECOM have supplied the final version of their design guide – circulated with these minutes. They can also help us with the following two tasks:**Site options and assessment**This is to help us identify and assess a site's suitability, so we can then use this information to speak to the LPA and consult the community on the options. It won’t tell us which site we must choose. **Viability**This is a consideration for any group thinking about allocating sites in their plan. The output is a report summarising findings from residual valuation appraisals and looks at sites and developments in the plan to assess their viability. This would look e.g. at the garage site.We agreed Paul should contact AECOM to go ahead with both of these exercises. | Paul |
|  | Elspeth asked if there is any such support for green spaces etc. Paul will check. | Paul |
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|  | **Dates of next meetings – all at Long Barn 7.30pm** |  |
|  | Monday 10th December |  |
|  | Monday 14th January |  |