

Stanton St Quintin Neighbourhood Development Plan Steering Group

Minutes of the meeting of 16 April 2018

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

		Action
1	Apologies George Fenton, Emma Walker, Rosalind Brown, Christina Smith.	
2	Introduction Paul wanted to record that since the last meeting John Seale, our Chair had resigned. We are all very grateful for all his hard work. Paul will take on the Chair, at least for the next 2 months.	
3	Minutes and action plan from 12 March	
3.1	Agreed.	
4	Matters arising Agreed these are all covered by the agenda.	
5	Treasurer's Report	
5.1	Roger had supplied a written report. He is currently working on applying for the next tranche of grant. April 2018 marks the beginning of a new grant programme and some changes to the rules. This new programme runs from April 2018 to March 2022. He urged us to take a look at the website neighbourhoodplanning.org which explains it all. He also reported that he has asked Graeme to shadow him on the treasurer's role as a back-up if necessary. The current balance is £145.	Roger and Graeme
6	Review of LG proposal and actions We reviewed the latest proposal from LG – circulated with the minutes. Paul had analysed the various tranches of work proposed and suggested that there were 3 must haves: <ul style="list-style-type: none">• Compilation of the Neighbourhood Plan document, including document structure, aims, objectives, supporting text, graphics.• Consultation on the Draft Neighbourhood Plan.• Compilation of the Sustainability Appraisal, Statement of Community Involvement, Evidence Base and Statement of Basic Conditions (all of which are required to be submitted with the Draft Neighbourhood Plan). He will discuss the time budgets with LG. He suggested that we could probably complete the other 2 tranches ourselves: <ul style="list-style-type: none">• Creation of an Issues Report, setting the information gathered from the community engagement against the higher-level planning policies which must be complied with.• Developing and analysing/testing options which arise from initial community engagement. The meeting agreed with his analysis.	
7	Highlights from the Public Survey and Next Steps Paul had produced a powerpoint presentation to illustrate this agenda item. It is attached to these minutes.	

Action

Actions arising from this are a requirement talk to:

- 1) Highways re section 106/CIL et al
- 2) Planners
- 3) Dyson
- 4) Church
- 5) MoD
- 6) School

Paul and Roger are meeting with the Link Officer at Wiltshire Council on 2nd May so will deal with highways and planners. Paul has a contact name at Dyson so will talk to him. Hilary offered to speak to the church (local and Diocese). Mike has a planning contact at the MoD based in Corsham so will pursue that. Graeme said he will talk to the school. Paul will supply a few questions to ask.

Paul (for the questions)

8 Community Engagement

We agreed we should aim for a Hullavington style of meeting where people were presented with options and chose using coloured stickers.

We will get Paul's presentation onto the website.

Hilary via
Christina
Hilary

We discussed putting our minutes on the website and agreed we should do this. Hilary will canvass all those not present to get their views before doing this.

Gil asked whether anyone had any idea where we might have development. He thought it would be useful to have a meeting where we had a map and could highlight areas we thought could be for development or which should be green space etc. Paul said if we could identify the pre 2011 boundary, we should consider whether we still want to try and stick to it.

Gil thought we have 3 options:

- Minimal development
- Small scale development
- Large scale development

We agreed that at our next steering group meeting we would aim to review a map and highlight the areas for development. We thought this would work best if we hire the hall and use tables there to spread a map out. Stephanie agreed to book the hall.

Stephanie

9 Progress against plan

Graeme had supplied a written report, circulated with the minutes. He hopes to start work on green spaces very soon and the plan will then be revised.

10 Correspondence

10.1 None

11 Aob

11.1 Gil asked if we should schedule the next consultation evening. Paul thought we should aim for the first half of July but we will need to have some information to give to the meeting so we will wait until after our next meeting before setting a date for further consultation.

12 Meeting Dates – all 7.30pm

12.1 Thursday 24th May – in the Parish Hall

12.2 Monday 18th June – at Long Barn