

Minutes of the Meeting of the Pirton Neighbourhood Plan Steering Group (SG) held on 7 September 2016 at the Pirton Village Hall.

Members in attendance: Diane Burleigh (Chair,) Jonty Wild (Deputy Chair,) Tom Gammell, Ann Webb, Gil Burleigh, Lorna Sexton.

Public Participation; No members of the public attended

1. Apologies for Absence

Apologies were received from Nick Parkin.

2. Declarations of Interest

There were no new declarations.

3. Minutes of the Meeting Held on the 1 August 2016

On a proposal by TG, seconded by GB, the minutes were approved.

4. Matters Arising and Actions Taken (if not on the agenda)

AW and DB have produced a new version of the draft Plan for comment (see agenda item below).

The requirement for JW to produce detailed work on housing needs/mix (evidence for) has been superseded by work done for the latest draft.

JW had produced the suggested amendments to the Housing Design and Character policies for further consideration.

GB has considered amendments to the Character Assessment and continues to liaise with the NHDC over changes and improvements to maps.

AW has completed her work on the consultation statement and that is now with TG for his input to produce the final version.

Note: DB left the meeting and JW continued as Chair.

5. Consideration of Refined Neighbour Plan

(Ref 4 above) This new version has been proof read by TG and was circulated to the SG members 6/9/2016 (named 'PNPSG Pre-Examination Plan – Proofed Version' – ***JW note this has now been re-named by JW as 'PNPSG Pre-Examination Plan v14.0' for version control purposes***). The intention is for this version to be issued to the PPC for comment and discussion at a joint meeting.

The previous version of this was distributed 30/8/2016 and some SG members were concerned that they had not had an opportunity to review and comment on the current version. TG was concerned that further changes should not be made once this version had been distributed to the Parish Council (PPC) and that changes should then not be made before submission for comment by our planning expert.

This was the subject of discussion. Clearly any changes agreed at the PPC/SG meeting would have to be made. The following were proposed and vote was taken - both being unanimous:

- a. The current version of the draft Plan (details above) is to be issued to the PPC (TG).
- b. TG is to undertake/detail the following to the PPC:
 - i. A date for a joint meeting is to be agreed preferably within two weeks.
 - ii. TG is to distribute the current draft to the PPC.
 - iii. PPC comments are to be provided to DB in advance of the meeting for discussion at the meeting.
 - iv. SG comments are to be provided to DB before the meeting and DB is to decide if they are also to be discussed at the meeting.
 - v. Any resulting change are to be made and the new draft issued to our planning consultant for advice and comment.
 - vi. Any further changes required will be made and that version, considered to be final will be issued to the PPC for submission to the examiner as the qualifying body.

6. Forward Planning, including final tasks and target dates

None at this time beyond what was agreed above.

7. PPC Design Statement and CALA Homes meeting 13 September

DB produced this document on behalf of the PPC and SG members had had the opportunity to review and contribute. The PPC intend to use the document and to have it available at the above event. Although not strictly an NP document it was unanimously agreed that we accepted the content and that it should be included on our Facebook page.

8. Finance Report (including general matters and grants)

There is effectively £3040 remaining in our budget, however there are forthcoming commitments, some only estimated, i.e. planning consultant review of the draft NP, planning consultant review of the Basic Conditions document, printing and room hire. After these have been taken into account the remaining funds are estimated to be £250 (credit).

9. Date and time of next meeting

8pm Monday 3rd October at the Village Hall

10. AOB

None.