

## **Minutes of the Meeting of the Pirton Neighbourhood Plan Steering Group (SG) held on 3 October 2016 at the Pirton Village Hall.**

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

**Public Participation;** No members of the public attended

### **1. Apologies for Absence**

There were no apologies for absence.

### **2. Declarations of Interest**

There were no new declarations.

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

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

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

(item 7 Cala Homes) A question was raised as to whether the PPC had published the Design Statement to the community. DB will check their website. AW and TG reminded the meeting that a special PPC meeting is to be held on the 4 October at the Sports and Social club for the PPC to consider their position with regard to CALA Homes and its proposals for development.

### **5. Consideration of Refined Neighbour Plan**

All of the PNPSG had been circulated with the latest draft following the meeting with the PPC and with Alex Munro. DB confirmed that in accordance with AM's advice, she had removed the "Streetscape" information and the listed buildings list to the Character Assessment. She had not removed the fairly lengthy statistical information as she felt that its inclusion was both relevant and interesting. It may be that the Examiner would take a different view. The meeting agreed to leave the statistics in the main Plan.

DB had not gone through the Evidence Base. TG and AW will review and look at the links to ensure they all work, as well as complete the Consultation Statement this week.

DB had reviewed the Glossary and noted some changes; she has still to amend the definition of one or two planning terms which she will do by examining the Locality Glossary.

The meeting then considered the entire document. The following specific points were raised:

Approval of the removal of the term "affordable" as referring to Bunyan close, but suggesting a check with NHDC over the appropriate planning term to use to describe development of "modest" housing.

Check all appropriate references to the NPPF are in both the text and in lists of documents (this arose specifically in relation to Biodiversity and Heritage where the NPPF is particularly clear)

Car Parking; amend to refer to NHDC parking standards save for larger houses (3 or more bedrooms) when at least 3 parking spaces will be required as a minimum

Consider where to refer to, and how much emphasis to put on, the emerging local plan

In Evidence Base put in link to the Bus Strategy

Recognition of the need for a small number of new/refined maps; GB confirmed that NHDC have now sent these through ready for inclusion

The late Sam Davis to be included in the Chair of the PPC's thanks

Also, thanks to everyone who put forward photos for inclusion

## **6. Forward Planning, including final tasks and target dates**

The following actions were agreed:

DB to make the above final amendments, and to do a final check against the Reg. 14 comments

DB to insert maps

TG and AW to review Evidence Base and (hopefully) get all links working for DB

DB to forward to JW in Word before the end of the week

JW to liaise with NP for NP to use technology to assist in the proofreading

GB to amend maps and lists and a small amount of text in Character Assessment

GB send to JW who will liaise as above with NP

AW and TG to send Consultation Statement to NP as above.

DB to ask Locality about how to make the Submission to the NHDC in terms of format – e.g. hard copy, Word, desk top publish? and about the expectations of the Examiner.

DB/AW to consider now how to publish Reg.14 consultation responses on the website

DB/AW to seek further meeting with NHDC prior to submission.

## **6. Finance Report (including general matters and grants)**

TG had no update, this being a quiet period for expenditure. JW asked for approval of £28 to renew the website licence; this was approved unanimously. JW will liaise with TG.

## **7. Date and time of next meeting**

8pm, Monday 31st October; venue to be confirmed.

## **8. AOB**

On a question by LS, it was confirmed that the PPC Facebook page was still closed. .