

Minutes of the Meeting of the Pirton Neighbourhood Plan Steering Group (SG) held on 31 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

DB entered her new position as a Parish Councillor in to the book of declarations of interest. LS entered her appointment as a Governor of Pirton Primary School.

3. Minutes of the Meeting Held on the 3 October 2016

Subject to amending “Neighbour” to Neighbourhood”, on a proposal by TG, seconded by NP, the minutes were approved.

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

TG and AW confirmed that the PPC Design Statement for the Elm Tree Farm site is now on the PPC website. AW and TG confirmed that the PPC has established a working group to consider the planning application by CALA Homes.

5. Update and next steps for the Neighbourhood Plan

DB confirmed that the Neighbourhood Plan, Character Assessment, Basic Conditions Statement, Consultation Statement and Map of the Designated area had all been put on to a memory stick with a letter of introduction by Alison Smither and had been delivered to the NHDC. DB thanked all of the Steering Group for their magnificent hard work over a period of more than 3 years, with particular thanks to TG who had kick started the whole enterprise more than 4 years ago. She acknowledged the work of members who, for a variety of reasons, has not been able to make the whole journey.

AW updated the meeting with details of the recent meeting with the NHDC. She and DB had left a copy of latest draft NP with CS (and Louise Symes) to look through for any obvious/potential problems before the NP was submitted formally to the NHDC. CS had indicated the organisations from which the Examiner is likely to be chosen. DB and AW will make further enquiries to identify possible Examiners and consider their recent decisions. LS suggested asking Rachel Hoggar for names; it was agreed that this should be followed up.

It was agreed that a notification of the submission should go on to the PNPSG website and Facebook page, and also on to the PPC website.

It was agreed that the Reg. 14 consultation results should also be uploaded in the form that they appear in the consultation statement.

Although the NHDC consultation is solely about the NP itself, it was agreed that all of the Submission documents should now be available for the community.

DB reported on a brief but positive meeting with Simon Ellis of Development Control and Conservation at the NHDC. He, too, had helpfully agreed to read the draft NP prior to submission to identify any areas of difficulty in advance of the submission. CS had also attended the meeting. Mr Ellis was at pains to reassure DB that he had had sight of previous versions and had made comment through CS.

JW reported on his discussion with Steve Smith, Clerk to the Parish Council. They will work together to create a new space on the PPC website for all of the NP documents, including those in the evidence base, so that those accessing them, do not have to go through a "Google" address. Links in the NP will remain as they are until the new space is up and running. A new list of links can be produced for the Examiner in due course. DB is to make sure that JW has the up to date versions of the Basic Conditions Statement. AW is to send to JW the Reg. 14 documents for publication.

DB reported that she had asked both CS (and LS) and SE to consider the Character Assessment for identification as Supplemental Planning Guidance. It was agreed that DB should write formally on this.

TG reported that the printed copies of the NP and CA would be available for Wednesday. He offered to take the relevant number of copies to the NHDC.

6. Planning for the Reg. 16 Consultation

DB and AW also spoke of their offer to CS to prepare an information leaflet for the Pirton Community to introduce the Reg. 16 consultation. A draft was produced for comment. They will take this forward.

DB and AW reported that the NHDC will need 4 printed copies. It was agreed that our District Councillors should be sent printed copies of both documents.

It was acknowledged that the PNPSG would need to respond to the Reg. 16 consultation as it would be their opportunity to make representations to the Examiner. Each PNPSG member agreed to consider what points should/could be made and to send their ideas to DB in 7 days, for DB to collate.

7. Finance Report (including general matters and grants)

TG confirmed he had organised payment of JW's invoice for the hosting of the website. Locality had contacted him to confirm that the grant period had ended. TG had confirmed to them that the only outstanding payments would be for printing and hire of the village hall. Locality has agreed the transfer of funds from the Reg. 14 work can be used for payment of the work on the Basic Conditions Statement. He informed the meeting that it would be necessary to utilise the PPC contribution this year. He will prepare a wind up of the accounts for the next meeting.

8. Date and time of next meeting

8pm, Monday 5 December; venue to be confirmed.

9. AOB

JW's suggestion of a celebratory Christmas meal was approved unanimously.

