

MARKET LAVINGTON NEIGHBOURHOOD PLAN REVIEW

STEERING GROUP MEETING 4 September 2024 – MINUTES

1. **PRESENT:** Gerald Milward-Oliver (GMO) - Chair, Jacky Macqueen (JM) – Vice-Chair, Tony Archer (TA), Ian Macqueen (IM), Penny Shearcroft (PS), Chloe Stevens (CS) - Chair, Market Lavington Parish Council, Jack Mason (JM), and Carol Hackett (CH) - Clerk, Market Lavington Parish Council, secretarial support.

APOLOGIES: Lauren Clark (LC), Richard Clark (RC), Laura Turner-Scott (LTS), and Trys Negus (TN).

GMO welcomed everyone and noted that as the review of the 2021 Neighbourhood Plan was likely to result in a referendum, a more appropriate name might be the 'Neighbourhood Plan 2 Steering Group' from now on.

2. Conflicts of Interest declared by those present

TA (son of owner of land at Superior Plants, including site recently sold and now with outline approval for four houses, and also discussing additional development with Feltham Properties); and PS (owns SHELAA site 3627 off Drove Lane (5.5 acres).

3. Minutes of Steering Group

The minutes of the Steering Group meeting held on the 26th of June, having been previously circulated to members were approved and signed as a correct record.

4. Updates since last meeting

- a) Resignations and new members – It was noted that Alan Bond and Krishna Kumar had resigned from the Group. After discussion over potential conflicts of interest and the optics of his membership of the Group, Sean Bates had kindly stepped down. The Chair welcomed Jack Mason (JM) as a new member and invited him to introduce himself to members. JM would be able to provide expert guidance and ideas relating to highways, roads, and sustainable travel issues.
- b) Grant application to Locality / Groundwork – The Chair reported that the Parish Council had obtained grant funding totaling £9,893, the majority of which would be used to cover the costs of the appointed consultant, Anthony Northcote, along with consultation expenses, and covering the cost of setting up a dedicated website. It was noted that the current funding needs to be spent by the 31st of March 2025, and whilst there is an expectation that the Government will support Neighbourhood Planning funding from April 2025, there is no guarantee. Additional funding is currently available from the same source to support plans that allocate sites for housing, or for specialist technical support. GMO noted that he was currently preparing a budget, setting out Anthony Northcote's costs and including an allowance for expenses, the extent of which would become clearer once a timetable of actions is agreed.
- c) Any other updates – There were none.

5. Electronic folder of material circulated to members

There were no questions raised regarding the documents circulated.

6. Next Steps

- a) Terms of Reference – GMO referred to the draft document which had been circulated with the agenda. Subject to two suggested amendments which were agreed by members, the document was accepted (details of amendments - Meetings – number of days prior to meeting when agenda papers to be dispatched reduced from 14 to 7. Meetings – add in sentence 'A Steering Group meeting will only take place if there are five or more members present') - **ACTIONS** – CH to circulate amended

Terms of Reference and copy of Parish Council's Code of Conduct to members with meeting minutes. Updated Terms of Reference to be presented to the Parish Council for approval.

- b) Draft Timetable – GMO noted that he was currently working on a detailed timetable, which should be completed in the next couple of weeks.
- c) Key areas of work and allocation of roles –
 - **Review of current Neighbourhood Plan** - GMO made a request for members to read through the existing Neighborhood Plan – **ACTIONS** – Members to email any observations and comments to GMO by the 20th of September.

GMO Suggested the following points for consideration:

- Aside from its core allocation of sites for housing, what are its strengths and weaknesses?
- What to make of its site allocations?
- What to make of its informal policies?
- How well is it put together?
- Is it readable?
- Does it explain the results of consultation on what people in the Parish want to see across their neighbourhood?
- Is the vision for the Parish deliverable? How?
- Are the objectives coherent and plausible?
- Does it take sufficient account of the resources available to a small Parish Council?
- Or the resources that can realistically be mobilised from the community of 2,000 people?
- Any other observations

GMO suggested that in line with Wiltshire Council's Local Plan, the Market Lavington Neighbourhood Plan 2 could be split into three key areas - economic, social and environmental, with further details being provided in the document circulated prior to the meeting - **he asked members to email any comments to him regarding this**. He noted that the new plan could possibly include Design Guidelines, and a Village Design Statement. It was envisaged that community engagement and consultation would start prior to any call for sites. Nine areas of work had been identified, and some initial roles allocated.

- **Allocation of roles for each area of work**

- Articles for parish magazine, website material, Market Lavington community noticeboard etc. – GMO
- Website setup and tech oversight – TN, LC and RC
- Consultation – JM, TN for online/tech, LC, RC and GMO
- Planning and housing (including design) – GMO, PS, JM and CS
- Environment, biodiversity (including flood planning) – JM, IM and ??
- Infrastructure, including highways and transport – JM and GMO
- Green spaces (including allotments) – GMO and TA
- Economy (including tourism) – tba
- Village community, maintenance, leisure etc. - tba

GMO noted that when it is clear what the new Government targets will be for housing, Wiltshire Council will then determine if/how this will affect the requirement numbers for Market Lavington.

Consideration will need to be given to reviewing the site allocations in the current Plan and undertaking a call for new sites.

7. Any other business

GMO referred to the 'Community-Led Housing' scheme which Wiltshire Council and other organisations were involved with, and also made reference to 'Community Land Trusts', and reported that the leader of the scheme was ready to come and talk to the Steering Group – **ACTIONS** – GMO to investigate dates for possible meeting.

8. Date of next meeting

Tuesday 1st October 7pm in the Old School.

9. Closure of meeting

The meeting was closed at 8.45pm.