

MARKET LAVINGTON NEIGHBOURHOOD PLAN REVIEW

STEERING GROUP MEETING 1 October 2024 – MINUTES

- 1. PRESENT:** Gerald Milward-Oliver (GMO) - Chair, Jacky Macqueen (JM) – Vice-Chair, Tony Archer (TA), Ian Macqueen (IM) (arrived at 7.09pm), Penny Shearcroft (PS), Chloe Stevens (CS) - Chair, Market Lavington Parish Council, and Carol Hackett (CH) - Clerk, Market Lavington Parish Council, secretarial support.

APOLOGIES: Jack Mason (JM).

ABSENT: Lauren Clark (LC), Richard Clark (RC), and Trys Negus (TN).

GMO welcomed everyone and reported that Laura Turner-Scott (LTS) had resigned from the Steering Group.

- 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 4th of September, having been previously circulated to members were approved and signed as a correct record.

- 4. Updates since last meeting**

GMO noted that he had attended the Parish Council meeting on the 17th of September, at which his appointment as Steering Group Chair had been formally approved. The Parish Council had made a request for several amendments to the groups Terms of Reference for members to consider.

- 5. Draft Terms of Reference**

GMO referred to the revised document which had been circulated with the agenda papers, amended in light of comments made at the Parish Council meeting. Changes included: Now MLNP2 rather than MLNP1 Review. Insistence that the Steering Group meetings be open to the public (from 29th October meetings will be open to the public – although parts of some meetings will be in closed session for reasons of confidentiality, which if necessary, will be noted on agendas). Slight changing to the financial para.6 wording (to advise Parish Council of any planned expenditure before it is **committed to or** incurred). Members unanimously approved the proposed amendments to the document. Revised document to be presented to the Parish Council for approval.

- 6. Proposed change of consultant**

GMO circulated copies of a further explanatory paper, in addition to the one sent out to members prior to the meeting. Essentially, it was recognised that with the change of Government and expected requirement for even more new homes to be allocated in the plan, it was more important than ever to ensure the new plan also contains robust and sustainable policies to ensure the Parish has greater influence over new developments. Taking all this into account, it was recognised that the original brief for the Planning Consultant had changed. It was therefore proposed that a new brief be prepared, and an invitation sent to the current appointed Consultant (Anthony Northcote) and also another more local Consultant (Place Studio) to provide a proposal, timeline and budget. Both proposals, when received, would then be considered by the Steering Group and a recommendation made to the Parish Council.

- 7. Draft timetable for stages of work**

GMO noted that the timetable would need to be updated, therefore no further discussion at this time.

8. Working Areas / Allocation of Roles

GMO referred to the list already circulated, with members indicating acceptance of their roles allocated.

9. Review of current Neighbourhood Plan

GMO thanked members who had already forwarded him their comments, noting that he would collate these and circulate.

10. Presentation from the Wiltshire Community-Led Housing initiative, and Wiltshire Community Land Trust 24/9/24

GMO provided a brief overview of how the scheme worked, suggesting that this was something that could possibly be looked into further as a potential means of providing new homes.

11. Consultation (broad issues) and call for sites (2nd stage of work)

There then followed further discussions, culminating in the following actions and target dates being agreed:

- Set up dedicated website and announce the Neighbourhood Plan – by 13th October – GMO/TN
- Issue a 'Call for Sites' (continue for four weeks) – by end of October (to ensure completed before 1st December) – GMO/CS/PS/JM
- Application to Locality/Groundworks for technical support for site assessment, design code policies and possible housing needs survey – by end of October – GMO/CS/CH
- Re-tendering for Planning Consultant support – by end of October – GMO/CH

12. Any other business

GMO provided details of three possible website addresses for members to consider, with the following address being agreed: www.marketlavingtonnp2.org.uk The strap line 'Shaping the Future of Market Lavington' was suggested by GMO as the headline to the website home page and tagline for the plan as a whole, which members were happy to approve.

13. Date of next meeting/s

Tuesday 29th October 7pm in the Old School (3rd December, 7th January, 4th February, 4th March).

14. Closure of meeting

The meeting was closed at 8.18pm.