

Coombe Bissett and Homington Neighbourhood Plan Steering Group Meeting 17th June 2019 CC's private residence

Present: Christine Cooper (CC), David Parson (DP), TM (Tim Mynott), Alastair Lack (AL), Pauline Cullis (PC), Amy Burnett (AB)

Apologies: Des Hobson (DH), Pippa Crosthwaite (PC)

Actions highlighted in **bold**

[Minutes of the previous meeting](#)

The minutes of the last meeting were agreed by the group.

[Grant - Locality](#)

A further award has been granted by Locality for an additional tranche until end March 2020, with a small amount retained for work after that date to progress to the referendum. TM has sought the support of Chalke Valley Preservation Society (CVPS) for £1,000, but this may not be required until all Locality funds have been spent.

The group noted that Broadchalke's plan was in its seventh year and had still not been adopted. **TM to ask Broadchalke what the major challenges have been for them to share experiences between the two groups.**

[Design Guidelines](#)

AECOM (Claire Penny, CP) met with CC, DP and AB to discuss the outline of the process of CP's in-situ analysis of key character and design features in the parish during a visit in May.

CC, PC and AL attended the Cake and Bake sale on 8th June to share the initial design codes developed by AECOM (building heights and rooflines, materials and building lines and boundary treatments). Two written responses were received – one strongly agreed with the proposals and one thought there should be modern building guidelines, not just an emphasis on traditional styles.

At the event, LB again expressed concerns about the plan's justification given that there is no *current* need for development in the parish by WC. Derek Rattue (DR) clarified to LB that the Parish Council is constituted of local people and the plan is a community-driven initiative.

TM wants AECOM to provide further detail on window design guidelines (which is believed to be an area AECOM have researched during their site visit in May). The group agreed that the use of traditional materials should not be at the expense of insulation (e.g. traditional chalk and cob walls). The group also agreed that buildings should encourage, where possible, biodiversity and natural features (e.g. green roofs or walls) as per AB and DH suggestions. **CC to ask AECOM about design guidelines for modern buildings, including render and windows and ways to incorporate 'living building' and biodiversity enhancement features.**

Site assessment

AECOM has shared a site outline with CC and will carry out the assessment soon (June) and provide a draft by the end of the month. The group discussed the most appropriate way forward to engage the community about the site assessment report. It was agreed the draft report and other evidence (i.e. relevant sections of the questionnaire, housing needs data) for each site should be presented to the Parish Council for review and an appropriate strategy put in place for how the data is presented to the public. **The group will meet on 1st August to review the AECOM site assessment report.**

Photos of potential landscape impacts taken by DP could be shared with AECOM to support the site assessment process with local knowledge. **DP to upload photos onto Dropbox/Google Drive.**

Community engagement

The group discussed the need to plan for a Community Feedback Day in September to share a draft vision and objectives, the site assessment report, design code and other relevant evidence gathered to support the plan. The group agreed in principle to a series of linked community events to provide continued opportunities for comment; **CC to ask Derek if a Community Feedback Day in September would work for the Parish Council and for the council to be responsible for booking a venue.**

PC suggested that a laptop with photos and relevant information could be on repeat display via a projector. It is important that the group and the Parish Council are present at the Community Feedback Day – and it may be that additional help is also required not only to help present the information but also to provide refreshments.

COMMUNITY ENGAGEMENT – Local Groups to Date

Club or Society	Contact	Undertaken
Pub	Alastair Lack	Yes, don't require further information
Badminton Club	Pauline Cullis	Yes, no further comment
CHAV	Des Hobson	Yes, don't require further information
Golf	Alastair Lack	Yes, don't require further information
Phoenix Club	Alastair Lack	Yes, provide update after lecture in June
Church in Coombe Bissett	David Parsons	Awaiting response
Church in Homington	David Parsons	Awaiting response
Shop	David Parsons	Yes, no further comment
Drama Club	Des Hobson	Yes, had response via email regarding use of village hall
Baptist Church	Pauline Cullis	Yes, no further comment
Golden Ticket Lunch	Pauline Cullis	Yes, no further comment
Pilates	Pauline Cullis	Yes, no further comment
School	Pauline Cullis	Yes, discussion regarding parking
Upholstery	Pauline Cullis	Yes, no further comment
Cricket Club	Tim Mynott	Yes, no further comment
CVPS	Tim Mynott	Yes, no further comment
Tennis Club	Tim Mynott	Yes, no further comment
Village Hall	Tim Mynott	Yes, no further comment

- PC said the school parents would like somewhere to park at the bottom of Shutts Lane and have a safe footpath to walk up (NB: only two families in the village attend the school, out of 96 average children – with a maximum capacity of 100 pupils).
- The drama club has responded with a comment that the village hall's use by parents of the school – and some groups have complained to the school such use of the parking area precluding other groups from using the village hall.

A list of which groups that have been consulted should be displayed at the Community Feedback Day.

Local Green Spaces (LGS)

DP has taken many photos of a number of potential LGS sites, including some views in/out of these areas – thank you to David. Some of these photos can be used to evidence landscape impact policies. **DP to take further photos of cultural assets and potential landscape impact areas as per the lists on the questionnaire full report.**

The green space by Stratford Tony Road (Hopkins Way) should also be added to the LGS proposed list. **AB and DP to meet to discuss LGS w/c 24th June, pending DP availability.**

AOB

The AONB applied for Heritage Lottery funding to support the village's flood management system. This is still awaiting a decision after several months.

The final version of the Housing Needs Assessment has been completed by AECOM and has been shared with the Parish Council.

Date of Next Meeting

Thursday, 1st August at 6:30 pm.