

# Coombe Bissett and Homington (CB&H) Neighbourhood Plan Meeting Minutes

26<sup>th</sup> April 2017

Present: Tim Mynott, Christine Cooper, Des Hobson (CB&H PC link) and Amy Burnett

Apologies: Pauline Cullis , David Parson, Alastair Lack

- Actions indicated by bullet points

## Agenda

1. Funding
2. Appointment of Amy Burnett
3. AOB

**1. Funding:** DH confirmed Coombe Bissett and Homington (CB&H) Parish Council has allocated £1,000 for the NDP in addition to £1,000 from the Chalk Valley Preservation Society. Additional funds from Locality will be sought to support the process and to deliver key outputs.<sup>1</sup>

- AB to explore Locality grant funding opportunities and process.

**2. Appointment of Amy Burnett:** the group agreed to hire Amy Burnett as a consultant to support administration, process management and advising the group through the relevant stages/milestones of the NDP. AB will be paid £15/hr for admin related tasks and £20/hr for other consultancy tasks and will invoice the PC ahead of its bi-monthly meetings for authorisation by the Chair.

- AB to keep clearly separated timesheet for different tasks carried out.
- AB to send suggested template for the group's constitution.

### 3. AOB:

**Bank account:** DH suggested it was not necessary to have its own NDP bank account.

- The PC will manage funds on behalf of the group and act as a regulated body.

**Preferred process for the plan:** a significant amount of consultation fed into the preparation of the CB&H Parish Plan (2012). The group hopes to carry this consultation into the NDP to expedite the process and help inform the design of policies to then consult with the wider community. AB suggested a good starting

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<sup>1</sup> Up to £9,000, or with effect from March 2017 groups seeking site selection for housing or mixed development are eligible for an additional grant of £6,000 and + technical support from AECOM consultants e.g. site assessment, Strategic Environmental Assessment, if necessary.

point is to review the existing evidence base that could feed into the plan and review what exists/further evidence needed.

- CC to contact Debbie James (CB&H Parish Clerk) to send a copy of the CB Parish Plan to AB.
- AB to review the CB&H Parish Plan ahead of the next steering group meeting (in principle early June) and define what can be carried forward into the NDP, and if the existing consultation and evidence base is sufficiently robust.
- AB to explore scope of other existing evidence base for the NDP process (inc. revised SHLAAs to be released soon).

The plan area is expected to include both parishes of Coombe Bissett and Homington<sup>2</sup>.

### **Key issues for the plan area:**

CB was formally designated a small village but has recently been redefined as a large village by Wiltshire Council (without consultation), although the associated additional pressures from development are unclear<sup>3</sup>. Homington, on the other hand, remains a small village and any difference in development expectations will need to be carefully considered throughout the NDP process.

The group highlighted some of areas they expect the plan to address.<sup>4</sup> The preference of the group was to have a targeted NDP that can concisely and effectively respond to these areas of local priority.

These development priorities will be included in the WC request for an overview of the plan area; this will trigger the allocation of a Link Officer. The group completed the form together at the meeting<sup>5</sup>. AB suggested that Natasha Styles had been a very supportive Link Officer to the Tisbury NDP steering group (based in Salisbury).

- DH to send the send the completed form to WC

**Next meeting:** 19<sup>th</sup> June, 7:30pm, CC's house.

Amy Burnett  
28<sup>th</sup> April 2017

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<sup>2</sup> Providing there are no objections to WC's formal six-week consultation period on the designation of the neighbourhood area

<sup>3</sup> c/f WC CS Core Policy 1 – definition of a small/large village. '**Large Villages** are defined as settlements with a limited range of employment, services and facilities. **Small Villages** have a low level of services and facilities, and few employment opportunities. Development at Large and Small Villages will be limited to that needed to help meet the housing needs of settlements and to improve employment opportunities, services and facilities.'

<sup>4</sup> These included: Identify preferred sites for development; define the type and size of houses; define the design of new houses; propose flood mitigation measures; protect local services (village hall, pub, shop); enhance and expand rights of way within the area and the village centre; balance affordable need with provision for elderly accommodation, with allocation reflecting local needs; traffic congestion through use of the local school

<sup>5</sup> AB was not present at this point as she had to leave the meeting early.