



# Marlborough Area Neighbourhood Plan

## Steering Group Meeting Thursday, 30<sup>th</sup> November 2017 at 1.30 pm Council Chamber, Town Hall, Marlborough

**Present:** Cllr Mervyn Hall (Chair) [MH], Cllr Stewart Dobson [SD] (WC), Morgan Jones [MJ] (WC), Noel Barrett-Morton [NB-M], Susanne Harris [SH], Dr Sam Page [DS] (TM), Shelley Parker (Town Clerk) [SP], Bill Roe [BR] (Marlborough College), Guy Singleton (Savernake PC) [GS] and Sir Nigel Thompson (Mildenhall PC) [SNT]

**Glossary of Terms:** **ARK** – Action for the River Kennet - **CCG** - Clinical Commissioning Group - **DCLG** – Department of Communities and Local Government – **HNA** – Housing Needs Assessment - **MTC** – Marlborough Town Council – **NA** - Neighbourhood Area – **NFU** – National Farmers Union - **NP** – Neighbourhood Plan - **NPSG** – Neighbourhood Plan Steering Group - **PC** – Parish Council – **PPG** – Patient Participation Group – **SHLAA** – Strategic Housing Land Availability Assessment - **SHMA** – Strategic Housing Market Assessment - **SEA** – Strategic Environmental Assessment - **ToR** – Terms of Reference - **TM** - Transition Marlborough - **WCS** – Wiltshire Core Strategy – **WC** – Wiltshire Council - **WP** – Working Party

**Sustainable Urban Drainage Systems (SUDS)** – Prior to the meeting, Charlotte Hitchmough (Director ARK) gave a presentation on SUDS and answered general questions. Her presentation is attached to these minutes as **Appendix 1**.

### 1. Apologies/Matters Arising/Clearance of Minutes

MH welcomed all to the meeting. There were apologies from Peter Cairns and Dierdre Watson. All agreed clearance of the minutes of the meeting of 26 October.

*Cllr Dobson left the meeting at 2pm to attend a WC meeting.*

### 2. Countryside & Recreation Working Party

SH gave an update on WP activities since the last meeting and the outcomes for the 3 November meeting. Main points were:

- A statement had been received from Marlborough College via BR
- Input received from sports clubs had been acknowledged
- A response had been received from Marlborough Cricket Club (which was in the process of buying adjacent land).
- Input has been received from the Allotment Association
- Responses and input was still awaited from the Tennis Club and Marlborough Town Football Club

Consultation would take place with WC about a 3G playing field in the New Year.

### 3. Business & Employment Working Party

BR confirmed that the need for better broadband for rural businesses must be acknowledged through the NP. He would be soon liaise with the officer responsible for the WC county-wide project with Openreach. Marlborough's Superfast Broadband was good. However, this was not reflected in neighbouring parishes. There were at least 20 small business towards Burbage affected by this. It would be a key element to be taken into consideration for those considering working from small rural business units. MH confirmed that MTC had recently given permission for Openreach to install underground fibre cabling across the edge of The Common enabling Broadband connection to the Rockley area.

BR confirmed that he had drafted the summary of survey findings and in-house consultation which would be circulated.

**ACTION: MH to discuss delay in rolling out Superfast Broadband to parishes with Claire Perry, MP during his meeting with her on 8 December.**

#### **4. Housing Working Party/Call for Sites**

MH had identified a small number of companies who may be interested in providing a Call for Sites service. (People & Places had also provided the name of a company which might be able to quantify the need for additional parking spaces). These would all be followed up early in the New Year. MJ reminded all that the call to landowners needed to be general and not specific to the type of development needed. He also confirmed that WC could share relevant information on ownership.

MH confirmed that MANP has responded to the central government consultation, *Planning for the right homes in the right places*. As previously agreed by the NPSG, this response emphasised that the formula proposed was based only on market demand and not community need.

DSP confirmed that air quality pollution levels monitored at London Road had risen above 2,000 during October (safe low levels should be around 40). It had hit above 1,000 on 3 separate occasions during November. Pollution levels could be tracked via WC's website and on the MNO website at:

[http://www.wiltshireairquality.org.uk/?site\\_id=WIL9&view=graphing](http://www.wiltshireairquality.org.uk/?site_id=WIL9&view=graphing)

#### **5. Wiltshire Local Plan Review**

Wiltshire Council was reviewing the WCS adopted in January 2015 (to be recast as the Wiltshire Local Plan). This was required as the government encourages local planning authorities to review Local Plans every five years. This initial consultation asked about issues the review should address in order to plan to 2036. The consultation documents included:

- Wiltshire Local Plan Review: Consultation Paper
- Swindon and Wiltshire Joint Spatial Framework: Issues Paper

Both had been prepared to stimulate discussion on how the review of the Wiltshire Local Plan should be carried out. Details about the consultation itself had been circulated to all NPSG members. All documents surrounding the consultation are at the Wiltshire Council consultation portal at:

[http://consult.wiltshire.gov.uk/portal/spatial\\_planning/wiltshire\\_lp\\_review/wilts\\_lp\\_review\\_req\\_18/swjsfissues?tab=files](http://consult.wiltshire.gov.uk/portal/spatial_planning/wiltshire_lp_review/wilts_lp_review_req_18/swjsfissues?tab=files)

Marlborough is part of the Swindon Housing Market Area. The profile of the area (including Marlborough) is at:

[file:///C:/Users/shell/Downloads/05%20SWJSF%20Swindon%20Housing%20Market%20Area%20Profile%20\(1\).pdf](file:///C:/Users/shell/Downloads/05%20SWJSF%20Swindon%20Housing%20Market%20Area%20Profile%20(1).pdf) (This gave an up to date profile of Marlborough)

The Town Council would be responding to the consultation and had set aside an informal session to discuss it on 4<sup>th</sup> December.

All agreed that an MANP response was needed too and that a Working Party meeting was needed to draw together information for the next NPSG on 14<sup>th</sup> December. (The consultation itself ran to 19<sup>th</sup> December).

**ACTION: WP meeting to be arranged to prepare a response to the consultation. WP to include MH SH BR GS NBM**

## 6. Review of Code of Conduct

It was clear that as progress moved towards a call for sites, there would be conflicts of interest for some of those sitting on the NPSG. It would be important that the group was seen to be open and transparent. Though there were processes for declarations of interests under the current Code of Conduct, these needed to be tightened up. .

**ACTION: SP to draft a renewed Code of Conduct for consideration**

## 7. Townswork

SP explained that Gerald Milward-Oliver had called into the Town Council offices to suggest that the NPSG considers proposals for shared space opportunities in the town centre together with proposals on acquiring better stats on employment numbers. He was already working with Calne Town Council on the Calne Master Plan and had worked with Bradford-on-Avon on its Neighbourhood Plan. All agreed that this proposal should be investigated by the Business & Employment Working Party.

**ACTION: SP to pass Gerald Milward Oliver's contact details onto BR**

## 8. In-House Consultations

SH confirmed that she was just waiting for further information on early work on transport and the environment. All figures would then be combined for a summary for the website. This would be finalised for the next NPSG meeting.

**ACTION: DSP to put finishing touches to work initiated by Peter Ridal and pass to SH**

## 9. Website

In absence of PC, there was no update.

## 10. Finance

No changes to the budget lines since the meeting on 26 October. SP reminded everyone that MTC was currently going through its budget and precept setting round for 2018/19 and Councillors would be deciding on the revenue line for the NP which for 2017/18 had been £2,500.

## 11. AOB/Next Meeting

SUDS – All felt that the presentation from Charlotte Hitchmough had been very helpful and whilst not relevant for old buildings was certainly important for new builds. The NP should be able to stress the importance of this by setting out an advisory policy to strengthen rules set out in Building Regulations. (Encouraging rainwater harvesting, green roofs, permeable paving, ponds, wetlands and swales where possible. Also, to emphasise the importance of green infrastructure (including woodland). It would need to be line with the WCS policies 67 and 68. (WCS para. 6.181 on drainage). It would be good to include the relevant mapping as an appendix to the plan.

Meeting with Claire Perry, MP – MH asked NPSG members if there were any additional points to raise with during his meeting with Claire Perry on 8 December.

The next meeting would be on Thursday, 14<sup>th</sup> December at 1.30pm in the Council Chamber.

**Town Clerk**

**November 2017**