

ASHTON KEYNES NEIGHBOURHOOD PLAN (AKNP)

STEERING GROUP MEETING held on 7th April 2016 at 3 Four Acre Close, SN6 6PJ

Present : M Carter (MC), D Wingrove (DW), K Winstone (KW), A Tindall (AT)

Minutes prepared by: DW

1. Apologies for Absence

Apologies for absence were received from T Klee (TK),

2. Approval of Minutes of the last meeting held on 11th March 2016

The Steering Group (SG) approved these minutes.

3. Matters arising from Meeting held on 11th March 2016

The actions from the meeting on 14th Jan that had been deemed as on-going were considered to be still on-going:

Amendment of policies to reflect comments.

Ongoing: All SG Members

E mail responses still require processing into summary document.

Ongoing: All SG Members

Apportioning of further work.

Ongoing: MC

Receipt of agreement for publication full consultation responses from all the developers who commented on the draft plan

Completed

SG members to continue to review their sections of the draft plan and incorporate consultation representations and comments where appropriate.

Ongoing: All SG Members

The review of the Infrastructure section.

Completed

The meeting with the relevant experts from WC on environmental issues.

Completed

TK and MC agreed to take forward the report summarising the pre consultation responses.

Ongoing: TK and MC

4. Review of the Responses to the Draft Plan prior to publication

Whilst agreement for publication full consultation responses has been received from all the developers who commented on the draft plan, a similar response is still awaited from Wiltshire Council (WC). It was therefore agreed to delay publication until all responses have been received

Action: DW to continue to seek this agreement from WC

5. Proposals for the Production of a Landscape Character Assessment

DW, MC and AT met representatives of WC on 22 February 2016 to discuss certain environmental aspects of the Draft NP. At that meeting, the WC representatives suggested that the Plan needed to have a Landscape Character Assessment done. However, it was agreed that to do such an Assessment from scratch would be a dauntingly large task, given that it would require considerable time, expense and professional input. Furthermore, it was noted that the work has already been done by various parties on slightly larger remits e.g. the Cotswold Water Park: Integrated Landscape Character Assessment, LDA Design, Final Report August 2009. It was therefore agreed that it was appropriate to simply extract sections from that work that are relevant to the AKNP.

To that end, AT had produced a paper which proposed the addition of a new Objective into the NP entitled: To enhance the landscape character of the Parish and retain the character of the village including the tranquillity of its setting, and a corresponding new Policy Statement. This new Objective would be supported by expansion to the 'Context and Intent' text in Section 8.2, which addressed Landscape Character, the Village and its Setting, and the Wiltshire Core Strategy.

The meeting agreed to this approach. However, it was noted that some of the material might be more appropriately added to, or cross-referenced to, the SEA and the Sustainability Appraisal Scoping Report. AT Agreed to address this.

Action: AT

Whilst discussing the environment, it was noted that WC had provided the SG with three documents entitled: 'Environmental Constraints Designations and Species within 500 m' relating to three specific sites. It was agreed that these, and others when they follow, should be incorporated into the SEA.

Action: MC

6. Next Steps in the Draft NP Process (to reach Regulation 15 Submission to WC)

Update Housing Sites Consultation report with site profiles and making it clearer	Action: MC
Prepare Pre-Submission Consultation report and publish it on AKNP website	Action: MC/TK
Finalise Plan sections for Theme topics (Context, Policies, Justification)	Action: FG Leaders
Prepare amalgamated 'Plan' document to be submission ready	Action: To Be Confirmed
Update Scoping Report to submission version ensuring sync with submission NP	Action: To Be Confirmed
Request update to 'SA/SEA Report' from AECOM with detailed site sustainability	Action: To Be Confirmed
Revise 'Conservation Area Statement' supporting document if required	Action: DM
Update 'Basic Conditions Statement' to a submission ready version	Action: DW
Progress 'Consultation Statement' with AECOM providing full consultation data	Action: MC
Optional - Apply to Locality for Tech. Support for 'Plan Health Check' by RICS	Action: MC

Identified theme related issues to be resolved:

Holiday home development – *Economy, Environment*

After-Use of former minerals sites – *Environment, Economy*

Conformance with, and reference to Minerals Strategy where relevant – *Economy*

7. Date of Next Meeting

Given that it was unclear as to the date by which key responses would be received, no date was set for the next Steering Group Meeting.