

**Minutes of Steering Group Meeting – 14<sup>th</sup> January 2016**

**Meeting Detail:** 14<sup>th</sup> January - 2.00pm 3 Four Acre Close, Ashton Keynes, SN6 6P

**Attendees:** Dave Wingrove (DW), Malcolm Carter (MC), Kevin Winstone (KW), David Moss (DM), Terry Klee (KT), Alex Tindall (AT)

**Apologies:** Nil

**Other Refs:** Draft Neighbourhood Plan (DNP), Steering Group (SG), Focus Group (FG), Wiltshire Council (WC), AECOM (formerly URS), website (AKNP website - [www.ashtonkeynesneighbourhood.com](http://www.ashtonkeynesneighbourhood.com))

Ref.	<b>Public Attendees</b>
1	Mr Mike Jeffery
Ref.	<b>Approval of Minutes from the Last Meeting</b>
2	The Minutes from the previous SG meeting ( <a href="#">AKNP SG Minutes 10-12-15.doc</a> ) were approved. These are available on the website.
Ref.	<b>Matters Arising</b>
3	<p>A number of representations from public and commercial bodies remained outstanding including that from the agents for Cleveland Farm. <b>MC</b></p> <p>Amendment of policies in response to comments made by AECOM and representations from the Pre-Submission Consultation. <b>Ongoing for all SG members, but see below and Ref 5</b></p> <p>(a) The WC Open Spaces Study had not yet been published but need to be addressed of possibly simply referenced in the Draft Plan AM2/AMP4. (Draft available at: <a href="http://www.wiltshire.gov.uk/wiltshire-open-space-study-draft.pdf">www.wiltshire.gov.uk/wiltshire-open-space-study-draft.pdf</a>) <b>KW</b></p> <p>(b) DM had prepared an updated Infrastructure section of Draft Plan and would re-send this to MC. <b>DM</b></p> <p>Community Survey response:</p> <p>(c) Paper responses have been logged and analysed for content. <b>Done</b></p> <p>(d) The email responses still require processing into a summary document. <b>MC/DW</b></p> <p>SG Terms of Reference. MC had updated these and posted them on the NP website. <b>Done</b></p>
Ref.	<b>Review of the WC Officers' Comments on the DNP</b>
4	<p>Council officers' comments on the pre-submission draft had been received from WC on 22 Dec 2015. The SG felt that it provided little in the way of constructive guidance. Since the departure of the previous Liaison Officer at WC in the summer of 2015 there had been a dearth of such support. It was felt that the WC document lacked a clear appreciation of the community preferences that had been derived using a meticulous process of consultation. Nevertheless, the next draft should ensure that scope for such misinterpretation is minimised.</p> <p>The feedback on Minerals Extraction Policies were of interest although it had been understood from the outset of the project that the NP was not expected to delve into this area.</p>

	<p>It was agreed that verbal representation to WC was required to enlist more active support from Planning officials, notwithstanding the Council's well understood shortage of resources. Without such support there was a risk that further development of the AK NP could be delayed. <b>DW</b></p> <p>Furthermore, it was agreed to accept the offer of a meeting made in the covering email from the author of the WC comments, Henning Totz. However, it was felt that this meeting should ideally be at senior rather than desk officer level. <b>MC</b></p> <p>It was noted from the WC comments that the Malmesbury Community Area Remainder housing requirement now stands at 116, a reduction from the 151 last reported figure. It was therefore assumed that AK's resultant share would be proportionately reduced from the 15 originally postulated.</p>						
Ref.	<b>Proposals for the Draft NP amendments by Focus Group</b>						
5	It was agreed that the major effort by FGs that will be required to update the Draft Plan in the light of Ref 4 comments should be put on hold until the planned communication(s) with WC referred to above had been conducted.						
Ref.	<b>Next Steps in the Draft NP change process</b>						
6	<table border="0"> <tr> <td>(a)</td> <td>Contact with WC - see Ref 4</td> <td><b>All SG members</b></td> </tr> <tr> <td>(b)</td> <td>MC to apportion further consolidation work to SG members.</td> <td><b>MC</b></td> </tr> </table>	(a)	Contact with WC - see Ref 4	<b>All SG members</b>	(b)	MC to apportion further consolidation work to SG members.	<b>MC</b>
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(b)	MC to apportion further consolidation work to SG members.	<b>MC</b>					
Ref.	<b>Date of Next Meeting</b>						
7	The date of the next meeting would be notified once contact had been made with WC as per Ref 4.						