

# Bromham Village Neighbourhood Plan Steering Group (BVNPSG)

## Meeting held on

Tuesday 16th March, 7:30pm, via Zoom conference

## Present

Jim Butler, Bryn Read, Catherine Read, John Schofield, Greg Wilkinson

## Agenda

At the meeting on 8<sup>th</sup> March the Parish Council appointed Jim Butler as Chair of the Neighbourhood Plan steering group.

### 1. Minutes of meeting on 23<sup>rd</sup> February

The minutes were accepted as an accurate record of the meeting.

### 2. Review of actions

Owner	Action	Progress
Everyone	Review Green Infrastructure	Bryn is still trying to set up a call with the owner of Spye Park, to get their input
Jim	Scan & send to John copies of the three letters from people looking for housing here	Two letter have been sent, there now may be more
Jim	Find out contact addresses for the remaining landowners	One remaining. Needs to be emailed to John
Catherine	Advertise for new members	Done.
Catherine & Bryn	Heritage Owner letter preparation	
Jim	Details of cobbles for short list heritage nominations	Picture of the original building sent, but need some words to go with it.
Jim	Email Bryn information about the management of Roundway Down	In progress – see note below
Catherine	Pagets & Collins for information to help with the local food production section of the Green & Blue Infrastructure report.	Jim to action
Greg	Ask the PC whether the new consultant will just be doing some interim work on the site assessment or will be taking us to the end of the NDP process	This depends on which consultant is chose and their workload going forward
Greg	Take back to the PC that they need to provide a brief for the new consultant and ask how this will be funded.	

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Phil Dyke and Sam Paget may be interested in joining the group.

**Jim:** Ask them if they would join the next meeting.

Jim spoke to English heritage about Roundway Down and should be getting a short report to include to the Green Infrastructure report.

The GWR bench located near the tennis court came from Devizes Station.

### **3. Matters arising from Parish Council meeting on 8<sup>th</sup> March**

The PC wish to take an approach where housing can be placed in each of the 5 Hamlets rather than just in the main village. They are open to people putting forward sites in any of the Hamlets but it is not clear whether this constitutes a new call for sites.

The PC plan to write something to say what they would like to see in the NDP about community facilities

The PC responded to the Wiltshire Council Local Plan consultation, suggesting that 60 rather than 80 houses would be an appropriate target for Bromham to 2036

The PC plan to seek three quotations for completing the work to make an NDP which includes site allocations. We already have one quotation for this from Place Studio. Jim has been tasked with seeking two more quotations, but the planning advisors he has approached so far have been uninterested in taking on neighbourhood planning work.

### **4. Decide on response to Place Studio regarding further plan drafting**

Place Studio have asked if they should proceed with using the remaining time in their budget (1 day) towards drafting the NDP. Since the funds for this will have to be returned to Locality if they are not spent, and this will leave us with too small an amount to make a new grant application, the group decided to instruct Place Studio to use up the remaining time budget (1 day of work) to push forward as far as possible with drafting the NDP.

**John:** Inform Place Studio to use their remaining time towards the draft NDP

Jim questioned whether we could split the process of creating an NDP into two stages, where the first stage created a draft NDP which did not include any sites and then the second stage added sites to the draft NDP. The idea being to get Place Studio to complete the first stage and then to switch to a different consultant to add the sites.

**Jim:** Ask Place Studio about the cost to take the NDP to a state where it is complete but minus any site allocation

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Catherine and John pointed out that the inclusion of sites has a major impact on the whole NDP and that throughout our assumption has been that we are aiming to include sites. Therefore Place Studio have already spent a significant amount of time working on site allocation and this is the reason that we do not have a complete draft of the NDP (with no site allocations) at this point. Catherine emphasised that it has always been the intention to put sites into the neighbourhood plan and that she, has always supported the inclusion of sites.

### **5. Time and date of next meeting**

Planned for 6<sup>th</sup> April.

We only have one meeting after that in the calendar and set the following dates for further meetings

27<sup>th</sup> April

18<sup>th</sup> May

8<sup>th</sup> June

29<sup>th</sup> June

**John:** Add these dates to the website

### **6. AOB.**

Jim asked if we could put all the documents related to the NPSG in a shared area like Dropbox. [There is already a shared OneDrive area that has been in use since the start – however that is on John’s Microsoft account.] We agreed to put them in a new area using the Google Drive associated with the NPSG email account.

**John:** Create a google docs shared drive with all our documents on & send invitations to the steering group members so that they can access this area.