

Thornbury Neighbourhood Plan Steering Group Minutes

Tuesday 27 February 2018, 7pm at Thornbury Town Hall

In attendance: Tricia Hillier (Chair) Margaret Pinder (secretary)
Mike Bennewitz (Vice Chair) Gill Dunkley
Clare Nelmes (Town Clerk) Jill Dimond
Trevor Daniels, Felicity Harrison
James Baglin David Fordham
Cllr Maggie Tyrell Cllr Shirley Holloway
Cllr Clive Parkinson
Lemon Gazelle (Mark Goodman, Sarah Martin)

Apologies: Colin Gardiner, , Nancy North, Matt Stringer, Chris Griggs-Trevarthen,
Katie Griggs-Trevarthen, Carol Weatherley, Louise Powell (Town Clerk)

1. Minutes of last meeting

The minutes of the meeting of the 30 January 2018 were approved. There was one matter arising, not on the agenda:

Item 2 Development of logo: GD confirmed that this was being progressed by Richard and Emma of Surroundings at minimal cost. It is hoped to have it ready shortly.

2. Update on Community Survey

SM gave feedback on the survey to date. So far there had been around 490 responses (with more paper ones to input and a further day for entry). This had generated around 2,200 individual comments, mostly highly constructive. The main age group answering was aged 30-74, with 61% female. Most people found out about the survey from Facebook. Many comments about the need for affordable housing, the scale of current development and the corresponding infrastructure needs, parking issues and shops in the town centre. There were 291 comments on the question about where development should take place. LG will be analysing results and categorising issues ready for the next phase of work. MB requested that all Steering Group members complete the survey by the closing date.

All schools (primary, special, Castle and Marlwood) have been sent the schools survey questions. There was no end-point given for the survey and these results will be analysed separately. No responses as yet. **There will be a reminder sent within the next couple of weeks by the Town Clerk.**

3. Lemon Gazelle presentation on revised project plan.

MG gave a presentation about the revised project plan which had been sent out with the minutes. MP raised an issue about whether or not the work done so far could be regarded as producing a 'vision' as shown in the project plan since we had not specifically done any

'visioning' in all the work so far. MG agreed that the term was not appropriate for this phase of work which was about collecting issues in the main. The vision will come out of all the future work about to be undertaken. The work done so far will be subject to a Stage Review once the Issues Report has been received by the Steering Group by the end of March. The next phase of work (April-Jun) is likely to require intensive input from the community once LG have produced the Issues Report following the survey:

- a. The main findings of the survey must be publicised widely and made available on the website to ensure that those who completed the survey can see what has happened.
- b. For each issue identified, it will be necessary to consider as many options as possible which might address the issue. This work needs to be done within the context of the Local Plan/JSP etc as there must be conformance with these plans.
- c. Developers should be invited to attend a formal meeting where they are asked to give their response to specific questions given in advance by the Steering Group. It will be short and time limited – anyone not attending can send in responses to the questions. There will not be any other interaction with the developers and all will be treated equally. It was suggested that we limit it to anyone proposing developments of 10+ houses so as not to take in householder developments. The major work may be identifying all possible developers. LG can supply questions used by other communities. This work is scheduled for April. The logistics of the developers' meetings will be considered at our next Steering Group meeting.
- d. Once the Issues/Options work has been completed, the results will be taken and turned into draft policies, using language that planning officers will understand. It is not necessary to draft policies where what the community wants is already within the Local Plan. Past experience has shown that there could be between 12 – 30 policies generated. The fewer policies (for example by combining issues) the better as Local Planning Officers have to take into account the Neighbourhood Plan as a whole whenever considering planning applications.

Below are the main slides showing project planning information:

Issue 5: Health, Leisure and Wellbeing

Residents expressed a wide range of views on the health, leisure and wellbeing topic;

- A large number believing that additional health care facilities are required for the town. Residents observed that medical facilities seem to be currently stretched to capacity and were concerned about how further new residents who came to live in the recent housing developments would be cared for. There were views about all levels of health care, from clinics, hospices, walk-in centres to hospitals.
- Leisure and recreation facilities for people of all ages were raised as an issue. People wanted more open space, outdoor play areas and sports facilities, which it was felt should be well maintained and have public toilets.
- The Hub/Campus was mentioned as a possible location for more leisure and recreation for the future. Art exhibitions, a museum or a gallery were also suggested as possible cultural opportunities for the Campus and the town centre.
- The river and canal were felt by some to be important opportunities for leisure and recreation, though work is needed to improve both.

Plans and Policies relating to Health, Leisure and Wellbeing

National Planning Policy Framework

Chapter 8 of the NPPF provides policy on promoting healthy communities and proposes that provision is made for the social, cultural, and recreational facilities needed by the community, and that planning has a key role

to play in building strong and resilient communities.

Wiltshire Core Strategy

Paragraph 5.83 mentions many of the issues raised by residents through the community consultation. Provision for future health facilities will be sought from developer contributions, and opportunities sought to make the most of the river and canal as destinations for leisure and recreation. Core Policy 16 makes provision for the Melksham Link Project, and safeguards its route from development.

Wiltshire's Joint Health and Wellbeing Strategy (2015-2018)

This multi-agency document sets out a commitment to "support and sustain healthy, independent living, this is described in the strategy within two key aims:

Healthy lives: encouraging communities, families and individuals to take on more responsibility for their own health

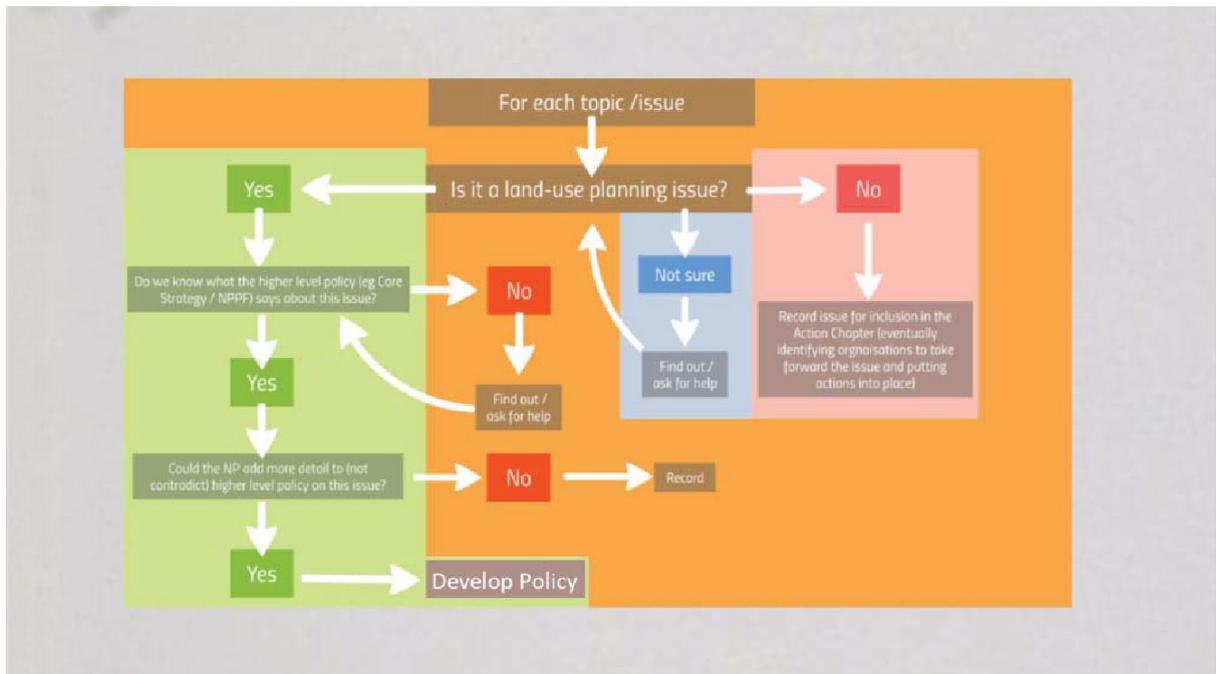
Empowered lives: person-centred care and delivering care in the most appropriate setting or as close to home as possible"

It is recognised that with increasing life expectancy, greater pressure will be put on health services which will be used in different ways, particularly focused on older people's services as the population ages.

Example of option appraisal form

Option	Is it a land use planning issue?	Conforms to Cornwall Local Plan and National Planning Policy?	Clearly evidenced by the community (e.g. through Issues Report/other local evidence (specify)?
Low cost housing for local families and single people	Yes	Yes	Yes
Conversion of existing building/refurbish old unused buildings	Yes	Yes	Yes
Use these (brownfield) sites for social housing and use infill more frequently	Yes	Yes	Yes
Housing to look at the environmental impact of new housing and how they could be made more environmentally friendly	Yes	Yes	Yes
Developers to build smaller properties for older residents and any 106 money to come to the local community to develop the area, not to the BSTC	Yes	Yes	Yes
Second Homes – No options without total restrictions on free movement	Sometimes Depends on type of accommodation. Not for regular housing development	No	Yes
Insist on impact studies before development and make sure they are acted upon. Control over construction	Yes	Depends ...on how a policy was worded as to whether	Yes ...to the extent that residents wanted new

Template for appraisal to determine whether policy development appropriate



4. Working Group

In the light of the workload now requiring input, it was agreed that the Steering Group would become a Delivery Group. All those who had expressed an interest in the process before (including particularly those that had attended both the Steering Group and the Working Groups before) will be invited to join the group. **It was agreed that the Town Clerk**

will draft an invitation, to be sent from the Chair, outlining the commitment required (inc. meeting dates) and emphasising that the work involved is to progress what has been generated so far, not to start a new process. Two potential extra meetings were agreed which will be used if necessary: 18 April, 23 May.

5. Communications Update:

It was agreed to look at the draft Internal Communications Protocol at the next meeting. MP to ensure it is on the agenda. As CN was finishing her post as Town Clerk, there was a need to consider if we should appoint a new communications lead. After discussion it was agreed that JB would continue to be responsible for the website and social media and that LP would continue to do press releases etc on behalf of the group. The situation would be kept under review to ensure that communications were maintained with the community.

JB gave an update on the website. The visuals on the site had changed and there was more information on it now. JB would ensure that the news feed is restored as there is likely to be much more information being generated now. **JB is to work with the Town Clerk to access previous minutes etc to populate the site and to ensure that Mail Chimp is progressed to ease communications within the group and the to the wider community.** JB stated that in two months or so he would want to show others how to maintain the website etc as there was a likelihood that he would be leaving the area in the future. **It was agreed that the letter to invite participation in the Delivery Group should identify the need for someone to assist with website and social media feeds.** SM identified that she had been contacted directly by members of the community and was concerned that she did not know the status of those contacting her as they were not members of the Steering Group. **It was agreed that in future, any direct communications to LG would be forwarded to the Secretary, Chair, Town Clerk for appropriate response to the communication.**

6. Budget

The updated budget was received. There is a need to decide on what, if any, technical studies may be needed once the Issues Report is available so that money from the Locality Fund can be applied for. This fund will be available next financial year but is not yet open for bids. We are currently funded via the Town Council's ring-fenced funding agreed.

7. Bovis Appeal

It was noted that the letter had been issued to the Planning Inspectorate regarding the Bovis Homes appeal.

8. Any other business

GD raised the issue of the prospective sale and development of the Castle School 6th form site. Government funds of £720,000 had been allocated to facilitate the building of a new centre on the current main school site, so that housing development can be undertaken on the former 6th form site. MT agreed that the site included the current playing field land attached to the 6th form centre. GD pointed out that this site is not included in any of the current plans (JSP, SG Local Plan) and should figure in our discussions. CP stated that he thought things would become clearer over the next 6 months.

As this was CN's last meeting, the Chair expressed the thanks of the committee for all the work and assistance provided over the process so far. We wished her well in the future.

9. Date of Next Meeting

Tues 13 March 2018, 7pm, Town Hall . **Note: the May meeting date has changed from 8th May to 1st May.**

Meeting concluded at 9 .00pm

MPinder

ACTION LOG FROM MEETING

a reminder to be sent to schools re survey	Louise Powell	13/3/18
Invitation to all who expressed interest in NDP process to join Delivery Group. To include information about need for website/social media assistance	Louise Powell / Tricia Hillier	6/3/18
Project Budget and Application for Locality Grant to be reviewed and amended as necessary to reflect need	Louise Powell	30/3/18
Website to be populated with previous minutes etc and work completed to set up Mailchimp	Louise Powell / James Baglin	asap
Internal Communications Protocol to be placed on March meeting agenda for consideration and amendment	Margaret Pinder	07/3/18
Logo to be produced ready for insertion on website and future communications. GD to liaise with Surroundings	Gill Dunkley	asap