



Twinned with Pontorson



Twinned with Wassenberg

3 GILBERTS LANE
HIGHWORTH SN6 7FB
01793 762377

www.highworthtowncouncil.gov.uk

**NEIGHBOURHOOD PLAN COMMITTEE MINUTES
TUESDAY 26 JULY 2022 @ 10.00 AM**

Present:	
Councillors:	(Ms) J Murphy (Chairman), A Bishop, K Saunders, K Smith and R Williams
Town Clerk:	(Mrs) D Rose
Representative:	A Pellegram – Neighbourhood Plan Consultant
Members of the Public:	0
Apologies:	Councillors: (Mrs) L Vardy (unwell), N Gardiner (work commitments) and (Mrs) K Barber

		Action
18	DECLARATIONS OF INTEREST: None	
19	PUBLIC QUESTION TIME: (Maximum 10 Minutes) None	
20	<p>MINUTES OF THE MEETING:</p> <p>RESOLVED to confirm and sign the Minutes of the Neighbourhood Plan Committee Meeting dated Tuesday 28 June 2022.</p> <p>MATTERS ARISING UPDATE:</p> <p>a. Councillor K Saunders confirmed the Community Centre is happy for Highworth Town Council (HTC) to use promotional space for survey data. It must be clear it is HTC.</p> <p>b. Rural Health & Care Paper:</p> <p>The Town Clerk is to write to the Practice Manager of Westrop Medical Practice and provide an update at the next meeting.</p>	<p>DR</p> <p>DR</p>

NHP.4



Highworth is a Fair Trade Town

	<p>c. E Class Use:</p> <p>G Lewellyn has provided Councillor K Smith with an update on all the E Class use. Councillor K Smith is to request the F Class use and provide an update at the next meeting.</p> <p>d. Audit Work:</p> <p>Councillor K Smith is to arrange a further meeting with G Llewellyn and provide an update at the next meeting.</p> <p>e. Gilbert Lane Competition:</p> <p>The winning presentation is to be an Agenda item on Full Council in September 2022.</p>	<p>KSM</p> <p>KMS</p> <p>DR</p>
21	<p>WORKSHOP 5 – VALUED LANDSCAPES & OPEN SPACES:</p> <p>Workshop 5 was carried out during the Saturday Market on Saturday 23 July 2022. The responses are to be reviewed.</p> <p>Councillors (Ms) J Murphy, K Saunders and R Williams are to look at the Landscapes brief and to review, in more detail, the findings to provide evidence as part of the Neighbourhood Plan (NHP).</p>	<p>KS/JM</p> <p>KS/RW</p>
22	<p>WORKSHOP RESULTS:</p> <p>The Chairman advised the Committee that the results of Workshops 1, 2 and 3 were sent to the Consultant to be reviewed further analysis is required. Councillor K Smith and Councillor (Ms) J Murphy will carry out a more detailed review of the findings of the Workshops 1, 2 and 3.</p> <p>The Town Clerk is to send the Consultant the Local Plan responses. The Consultant will review and update the existing NHP, Policies and provide a list of work that is still required, together with an approximate timeline to the Town Clerk.</p> <p>The Town Clerk is to invite the Consultant to the next NHP Meeting on Tuesday 27 September 2022 at 10.00 a.m. to review the actions.</p>	<p>KSM/JM</p> <p>DR/AP</p> <p>DR</p>
23	<p>GRANT FUNDING:</p> <p>The funding through Localities/AECOM for Design Code and Housing needs have been approved. The Chairman provided an updated on the grant funding application and AECOM have approved the funding application for the Design Code work in Highworth.</p>	
24	<p>DESIGN CODES:</p> <p>AECOM will visit Highworth in late August 2022 to look at the high-level character areas of the Town. Following this visit, a Public Consultation will take place in September 2022.</p>	
25	<p>ECOLOGICAL APPRAISAL:</p> <p>RESOLVED by Councillor K Smith, Seconded by Councillor K Saunders to accept the quotation from CDS, the Town Clerk is to clarify the quotation costs include a bio-diversity</p>	

	net gain report, bird roosting and bat assessment. Voting was unanimous and the Resolution was duly carried.	
26	<p>OLD GOLF COURSE – PUBLIC CONSULTATION:</p> <p>Councillor K Saunders advised the Committee that the Working Group have not met since the meeting with MP J Tomlinson dated 16 June 2022.</p> <p>The next meeting of the Working Group will be on 22 August 2022 and Councillor K Saunders will provide an update at the next NHP Meeting.</p> <p>The Chairman advised she is currently in correspondence with the Charity ‘Open Space Society’ who help Council’s to protect local green open spaces, on receiving a response this will be shared with the Committee.</p> <p>The Public Consultation will be scheduled following the outcome of the Ecological Appraisal.</p>	KS JM
27	<p>MEMBERS BUSINESS:</p> <p><u>Councillor K Smith</u> The draft update for the Link Magazine for the September 2022 issue has been completed, thanking residents for all their input to Workshops 1,2 & 3 the Town Clerk advised the results will be available on the Highworth Town Council Website shortly.</p>	
	Meeting Closed 10.23 a.m.	