



3 GILBERTS LANE
HIGHWORTH SN6 7FB
01793 762377

www.highworthtowncouncil.gov.uk

**NEIGHBOURHOOD PLAN COMMITTEE MINUTES
TUESDAY 27th JUNE 2023**

Present:	
Councillors	J Murphy (Chairman) A Houghton, L Gow, P Newton-Smith, K Saunders K Smith, K Saunders & R Williams
Town Clerk:	D Rose
Members of the Public:	1
Apologies:	None

		Action
01	HOUSEKEEPING & DECLARATIONS OF INTEREST: None	
02	PUBLIC QUESTION TIME: (Maximum 10 Minutes) <i>a. Is there a representative from Swindon Borough Council? either officer or borough councillor?</i> An officer is assigned to Highworth Town Council (HTC) to support any requirements of this committee, no borough councillors are on this committee. <i>b. Was the Cemetery or Old Golf Course included within Swindon Borough Council call for sites?</i> The Town Clerk is going to investigate. <i>c. What is the Gilberts Lane Project?</i> A project to brighten up the lane with art painted on various garage doors. <i>d. Local Plan review</i> HTC is monitoring the review dates.	
03	MINUTES OF THE MEETING: RESOLVED to confirm and sign the Minutes of the Neighbourhood Plan Committee Meeting dated Tuesday 28 th February 2023.	
04	TERMS OF REFERENCE: The committee noted the Terms of Reference.	

05	<p>4 YEAR STRATEGY:</p> <p>RESOLVED to confirm the following committee priorities to be included within the 4-year strategy:</p> <ul style="list-style-type: none"> • To review and update the Neighbourhood Plan • Swindon Street / High Street project • Sites within the emerging Local Plan 	
06	<p>WORKSHOP 4:</p> <p>Councillor K Saunders is to make corrections to the summary document and share with the Town Clerk to submit to consultant as an appendix.</p>	KENS
07	<p>OUTSTANDING TASKS:</p> <ul style="list-style-type: none"> a. Chairmans introduction – J Murphy b. Update historic background - K Smith c. Update Vision (JM to check NPPF compliant) and objectives - K Smith/J Murphy d. Identify anything especially important to community – post office, banks, library etc K Saunders to review, identify and report back at next meeting e. Key views photos – D Rose f. What facilities have been lost and provide commentary as to why - K Smith g. Identify any large verges to be designated as LGS - K Saunders, P Newton Smith, (include Sevenhampton and Hampton) h. Photos of workshops to be forwarded to – D Rose 	Various
08	<p>SETTLEMENT BOUNDARY:</p> <p>Councillors agreed until the NHP2 is made the settlement boundary will remain the same as NHP1.</p>	
09	<p>OPEN SPACES:</p> <p>The Town Clerk is to share email from open spaces society info with committee to be discussed at the next committee meeting.</p>	DR
10	<p>NEIGHBOURHOOD PLAN 2</p> <p>Councillors discussed the draft Neighbourhood Plan and the Town Clerk is to provide feedback to the Consultant.</p>	DR
11	<p>MEMBERS BUSINESS</p> <p>None</p>	
MEETING CLOSED 12.40pm		

Signed: Date: