

WESTBURY TOWN COUNCIL

At a MEETING of the NEIGHBOURHOOD PLAN STEERING SUB-COMMITTEE held at THE LAVERTON, BRATTON ROAD, WESTBURY, on THURSDAY 13th SEPTEMBER 2018 at 10.30am.

PRESENT:

Cllrs: I Cunningham, M Kettleby

Focus Group: Dr Peter Biggs, Mary Watson, Mary Pyne, Barbara Swan, Alex Prowse, Ian Taylor

Staff: Mr P McMullen, Mrs J Cook

N.13 TO RECEIVE APOLOGIES (if any) AND REASONS FOR ABSENCE:

Cllr Pyne – Personal

Cllr Kimmins – Personal

Cllr King – Personal

Cllr Sutton - Personal

Cllr Charlton - Business

N.14 DECLARATION OF INTEREST and DISPENSATIONS:

There were no declaration of interests recorded

N.15 MINUTES:

RESOLVED: That the minutes of the Sub-Committee Meeting held on 16th August 2018, were confirmed and signed by the Chair.

N.16 RECOMMENDATION received from Neighbourhood Plan Project Administrator

Recommendation

To consider the recommendation for The Town Council to adopt the revised terms of reference for the Neighbourhood Plan Steering Group

RESOLVED TO APPROVE THE ABOVE RECOMMENDATION with the following amendment:

Page numbers to be added to the document

Hard copies of the Terms of Reference are available from the Westbury Town Council offices

It was agreed to adopt the Terms of Reference on the understanding that they may be subject to review at future meetings

N.17 RECOMMENDATION received from Neighbourhood Plan Project Administrator

Recommendation

To establish theme groups and appoint members.

RESOLVED TO APPROVE THE ABOVE RECOMMENDATION with the following amendments:

It was agreed to change the title of the first theme group to Employment, Economy, Education and the Arts

Members were asked to inform the meeting as to which theme group they would like to become a member of:

Employment, Economy, Education and the Arts – Ian Taylor, Cllr Mike Kettleby, Barbara Swan, Dr Peter Biggs, Alex Prowse

Design, Development and Housing – Cllr Mike Kettleby, Alex Prowse

Transport – Paul Pointer, Alex Prowse

Health, Leisure and Wellbeing – Dr Peter Biggs, Mary Pyne, Barbara Swan, Mary Watson

Environment – Mary Pyne (secondary)

Leighton House Site – Cllr Mike Kettleby, Ian Taylor, Paul Pointer (secondary) Cllr Ian Cunningham

The themes will be put forward as an agenda item for the next Area Board meeting

N.18 RECOMMENDATION received from Neighbourhood Plan Project Administrator

Recommendation

To note the Revised National Planning Policy Framework (NPPF) Briefing Note – Published 24th July 2018

RESOLVED TO APPROVE THE ABOVE RECOMMENDATION with the following amendment:

The content was noted

N.19 RECOMMENDATION received from Neighbourhood Planning Project Administrator

Recommendation

To consider the recommendation for the Town Council to adopt the Draft Neighbourhood Plan Communication Strategy

RESOLVED TO APPROVE THE ABOVE RECOMMENDATION with the following amendment:

The Neighbourhood Plan will become part of the new Westbury Town Council website rather than a stand alone website

Hard copies of the Neighbourhood Plan Communication Strategy are available from the Westbury Town Council offices

The Neighbourhood Plan Communication Strategy was adopted

N.20 FUTURE MEETING DATES

Recommendation

To consider the dates for the next 3 meetings in 2018 – 25th October, 15th November, 13th December

RESOLVED TO APPROVE THE ABOVE RECOMMENDATION with the following amendment:

The dates of the next meeting were agreed.

N.21 CHAIRMANS COMMUNICATIONS

The possibility was discussed of establishing a virtual group in the cloud if members wished

Meeting closed at 11.45am

Signed on behalf of the meeting this 13th day of September 2018

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Chairman