

WESTBURY TOWN COUNCIL

At a MEETING of the NEIGHBOURHOOD PLAN STEERING GROUP held at THE LAVERTON, BRATTON ROAD, WESTBURY, on THURSDAY 25th OCTOBER 2018 at 10.30am.

PRESENT:

Cllrs: Ian Cunningham, Gordon King, Brenda Pyne, Mike Sutton, Mike Kettleby

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

Staff: Phil McMullen, Justine Cook

N.22 TO RECEIVE APOLOGIES (if any) AND REASONS FOR ABSENCE:

Cllr Kimmins – Personal

Cllr Charlton - Personal

N.23 DECLARATION OF INTEREST and DISPENSATIONS:

Cllr. Ian Cunningham advised the meeting that his brother is a senior executive at Wiltshire Council.

N.24 MINUTES:

RESOLVED: That the minutes of the Sub-Committee Meeting held on 13th September 2018, were confirmed and signed by the Chair.

N.25 PUBLIC FORUM

Mary Pyne spoke about friends who had spoken about Westbury in a negative light. She had highlighted the Leighton House site and mentioned that this site could be used not for a housing estate, but as a commercial and scientific area with shops, cafés and an education centre. We could approach Kew Gardens or Westonbirt to take Leighton House on as a satellite project, or tourist destination.

N.26 RECOMMENDATION received from Neighbourhood Plan Project Administrator

Recommendation

To adopt the theme group proposal and look at increasing members.

RESOLVED TO APPROVE THE ABOVE RECOMMENDATION with the following amendment:

The question was raised as to why the Leighton House site theme group name was now called Heritage; Phil advised that this was changed on the recommendation of our consultants Tetlow King, as one site cannot be a theme group by itself.

The meeting was informed of how Bridge House in Trowbridge has been changed into an art base and drawing school which is bringing in people to the area. Westbury could do something similar to bring people into the town.

The Historic England website contains a lot of information which could help the Heritage theme group. The link for the website will be emailed out to the Heritage theme group.

The Westbury Vision and Scoping Study 2011 is a good document to read even though it is 7 years old. The Neighbourhood Plan once made will link into the Wiltshire Core Strategy.

Brenda Pyne and Beth Thomas will be added as members to the Heritage theme group.

N.27 RECOMMENDATION received from Neighbourhood Plan Project Administrator

Recommendation

To consider the strategy for the business mailout

RESOLVED TO APPROVE THE ABOVE RECOMMENDATION with the following amendments:

Phil McMullen spoke about the draft business mailout strategy and the idea of sending the survey out to local businesses with a SAE. This is expensive, but a better response is achieved.

We need to let the local businesses know prior to the survey coming out that there will be a survey, this can be done via the White Horse News and social media. There can be a paper version of the survey and an electronic version, a letter should accompany the survey to explain why we are conducting a survey.

Points to consider:

- The West Wilts Trading Estate is outside of the Neighbourhood Plan boundary. Tetlow King will be asked how best to use any information with regard to the West Wilts Trading Estate if they are outside of the boundary.
- More publicity is needed regarding what the Neighbourhood Plan is and what it hopes to achieve
- A letter needs to go out to businesses prior to the survey being sent out to inform them that a survey will be sent out and what the Neighbourhood Plan is with a map of the area
- People working from home, freelancers, networking groups need to be included.

The community Infrastructure levy rises from 15% to 25% once the Neighbourhood Plan is adopted.

N.28 RECOMMENDATION received from Neighbourhood Plan Project Administrator

Recommendation

To consider any questions for Tetlow King (Planning Consultants) who will be joining the 13th December meeting

RESOLVED TO APPROVE THE ABOVE RECOMMENDATION with the following amendment:

Tetlow King our planning consultants will be joining the December meeting, we would like to ask them the following questions:

- How best to address the Leighton House site within the Neighbourhood Plan
- The West Wilts Trading Estate – How do we consider any information we obtain from this site as they are outside of the Neighbourhood Plan boundary
- How / When should we apply for a grant

N.29 RECOMMENDATION received from Neighbourhood Plan Project Administrator

Recommendation

To consider the design for the Neighbourhood Plan logo

RESOLVED TO APPROVE THE ABOVE RECOMMENDATION with the following amendment:

Logo Number 1 (out of 4) was approved with a majority decision

N.30 RECOMMENDATION received from Neighbourhood Plan Project Administrator

Recommendation

To approve the purchase of maps

RESOLVED TO APPROVE THE ABOVE RECOMMENDATION with the following amendment:

The maps will be taken to events to show the local community where the boundary line is and where the development areas are within Westbury.

The cost to purchase 5 maps (2 x laminated and 3 x paper maps with the council boundary line – 75cm x 90cm) has been quoted at £470.00. Another company will be asked to quote to compare the cost. The maps were approved on the provision that a second quote was obtained.

Once the maps have been finalised they will be shown on the Neighbourhood Plan section of the new website

N.31 CHAIRMAN'S COMMUNICATIONS

None

Meeting closed at 11.54am

Signed on behalf of the meeting this 25th day of October 2018

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Chairman