



Date: Wednesday 26th July 2023

Start: 6.30pm

At: Melksham Without Parish Council, First Floor,
Melksham Community Campus, Market Place,
Melksham, SN12 6ES

Remote access via Zoom also available

To Join Zoom Meeting:

Meeting ID: 279 181 5985

Passcode: 070920

Click link below:

<https://us02web.zoom.us/j/2791815985?pwd=Y2x5T25DRIVVU54UW1YWWE4NkNrZz09>

Melksham Neighbourhood Plan Steering Group AGENDA

1. **Welcome & Housekeeping**
2. **To note apologies**
3. **Declarations of Interests**
4. **Public Participation**

5. To approve agenda item **8** to be held in closed session due to confidentiality (still draft plans/thoughts)

6. a) To agree **Minutes of Meeting** held on 7th June
b) To agree Confidential Notes to accompany Minutes of 3rd May & 7th June

7. **Wider Contextual Policy updates:** To note current variables influencing the current programme
 - a) Publication of draft Local Plan by Wiltshire Council for consultation Autumn 23. For approval at Cabinet 11th July and Full Council 18th July.
Link to Cabinet Papers:
<https://cms.wiltshire.gov.uk/ieListDocuments.aspx?CId=141&MId=14748>
 - i) To note report to [Cabinet](#) 11 July 2023.
 - ii) To note [Pre Submission Draft](#) 2020-2038 (Appendix 1)
 - iii) To note Schedule of Policies (Appendix 2)
 - iv) To note Planning for Melksham Document:
https://cms.wiltshire.gov.uk/documents/s216844/Planning_for_Melksham_July2023.pdf

Melksham Neighbourhood Plan Steering Group

**Contact for more
information:**

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- b) Pending changes to the NPPF (National Planning Policy Framework) – not expected until at least after Govt summer recess
- 8. Site Allocations:**
- a) To approve the recommendations on site selections for Melksham and Shaw & Whitley by the Housing Task Group (with feedback from Melksham Town Programme)
9. To approve final shortlists for policy inclusion:
- a) **Local Green Space designations**
 - b) **Non designated Heritage Assets**
- 10. Plan Drafting:**
- i) To consider if Melksham Neighbourhood Plan #2 to reference and conform to adopted Wiltshire Council Core Strategy or to emerging Local Plan.
 - ii) To note application for further Site Assessment Technical Support for 2023/24 (Healthcheck by Planning Inspector)
 - iii) To approve draft plan (subject to typesetting, accessibility, map updates)
- 11. Evidence documents:**
- a) To note final version of AECOM's Site Assessment
 - b) To note final version of AECOM's Town Centre Master Plan
 - c) To note final version of AECOM's Design Guide
 - d) To note AECOM's Strategic Environmental Assessment (SEA) can be completed now site selections finished
 - e) To note that Wiltshire Council will now undertake HRA Habitat Regulations Assessment however, not required for Reg 14 consultation, just for Reg 15 submission to Wiltshire Council
 - f) To approve Consultation Report - statement of community involvement (if ready)
- 12. Programme:**
- To note current progress against Programme and agree timescale for Regulation 14 consultation (pending authorisation of the draft plan by the Qualifying Bodies, Melksham Town Council and Melksham Without Parish Council in August) and the finalisation of the SEA by AECOM
- 13. Promotion of Regulation 14 consultation:**
- a) To agree "message/principles" of new draft Plan for promotional materials
 - b) To agree how to promote
 - i) Launch events in Melksham and Shaw/Whitley (and Area Board on 12th September)
 - ii) Melksham News adverts
 - iii) Leaflet via Melksham News delivery mechanism
- 14. Finance:**
- a) To note approved future budget approval by Melksham Town and Melksham Without Parish Councils
 - b) To approve quotation for additional work by Place and any invoices
15. To agree date and venue of **Next Meeting of Steering Group**