Date: **Wednesday 28th September 2022**

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=Y2x5T25DRlVWVU54UW1YWWE4NkNrZz09

Melksham Neighbourhood Plan Steering Group AGENDA

1. **Welcome & Housekeeping**

2. **To note apologies**

3. **To elect new Chair & Vice Chair of Steering Group**

4. **Declarations of Interests & Register of Interests**

5. **Public Participation**

6. To agree **Minutes of Meeting** held on 29th June 2022

7. **To receive update on Task Group work to date and approve briefs for Locality Technical Support packages**
   a) Assessment and information to inform approach to housing (together with the Local Plan)
      i) To review and approve site assessment methodology produced by AECOM

      ii) To approve for publication the Housing Needs Assessment undertaken by AECOM

   b) Protecting valued local green space

    c) Green Gap Designation (new)
       i) To review and approve brief to AECOM
    d) Further addressing climate change
    e) Planning for future vitality of the town centre
       i) To review and approve the Town Centre Master Plan brief produced by AECOM
       ii) Car Park Review – To provide feedback on scope brief, to agree status of this review evidence document, to agree further consultation with stakeholders
       iii) Town centre sites may provide identified/allocated housing to meet local needs.
    f) Protecting our local heritage
    g) Strengthening locally Distinctive Design Policy (Guide/Code)
       i) To review and approve brief produced by AECOM
    h) Ensuring that local priorities are addressed as the bypass project is developed.
    i) Ensuing that local priorities are addressed as the Melksham Canal Link project is developed
    j) SEA (Strategic Environmental Assessment) – To review and agree scoping document produced by AECOM

8. To agree next steps (work streams for Oct, Nov, Dec)

9. To review Programme Dates
   https://www.wiltshire.gov.uk/article/1082/Local-Plan-Review

10. To approve Community Communications

11. To consider policy request from Melksham Without Parish Council that annexes cannot be used as a separate dwelling in the future

12. To approve latest invoices and note current financial report.

13. To review Terms of Reference further to parish and town council review

14. To review and approve Membership of Steering Group

15. To agree date and venue of **Next Meeting of Steering Group** *(Weds 30th November suggested)*