



Date: Wednesday, 29 September 2021

Start: 6.00pm

At: Melksham Town Hall

Melksham Neighbourhood Plan Steering Group **AGENDA**

1. **Welcome and Apologies**
2.
 - a. Declarations of Interests
 - b. Requirement to complete Register of Interests
3. **Public Participation**
4.
 - a) To note **Terms of Reference** including scope of topics for NHP#2
 - b) To note costs of NHP are borne by qualifying bodies Melksham Town Council and Melksham Without Parish Council at 50/50 split.
 - c) To consider any applications to join the Steering Group
5. To agree **Notes of Meeting** held on 27th May 2021 and note any invoices paid between meetings under delegated powers
6. **Referendum and confirmation of “made” Plan by Wiltshire Council (NHP#1)**
 - a) To note outcome of Referendum
 - b) To note decision notice of Wiltshire Council
 - c) To note expenses associated with the Referendum
 - d) To consider how to monitor and evaluate made Plan
 - e) To note examples of use to date
7.
 - a) To note **financial report** for NHP#1 and approve the start of a new project report for NHP#2
8. To formally recommend to qualifying bodies (Melksham Town Council & Melksham Without Parish Council) the **appointment of Place Studio** as consultants for NHP#2 and note that not seeking alternative options as wishing to have continuation of service (NB: Latest version of Financial Regulations July 19 have removed the exception for Professional Services)
9. To discuss with Place the potential scope of works to inform quotation to be prepared **to aid Grant application** to Locality and agree **Next Steps for work to be undertaken.**

Melksham Neighbourhood Plan Steering Group

Contact for more information:

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10. **Priority for People:** To note update on project to date and to understand how project feeds into NHP#2

11. **Changes to relevant Wiltshire Council Policy:**

a) **Local Plan Review.** To note latest update from Wiltshire Council as well as the Steering Group's submission to the Review (*for new members*).

b) **Wiltshire Council's Draft Climate Strategy** – to note current consultation <https://www.wiltshire.gov.uk/article/1004/Climate-strategy-consultation>

c) **Green & Blue Infrastructure Strategy** - to note current consultation <https://surveys.wiltshire.gov.uk/snapwebhost/s.asp?k=162911004073>

d) Change in **Local Housing Market Area (HMA) Boundaries.** To note correspondence from Semington Parish Council.

12. **Changes to relevant National Planning Policy:**

a) Presentation by Wiltshire Council to NHP groups on recent changes to the National Planning Policy Framework (NPPF) and information about Reviewing made NHPs **and to consider requesting indicative housing number for NHP Plan area**

b) Design Codes Pilot Scheme: To note an Expression of Interest application has been submitted (deadline for applications was 13th September)

c) AECOM/Locality Presentation of **“Bringing Forward Affordable Housing including First Homes – Implications for Neighbourhoods”** *usual definitions for affordable houses etc*

13. To agree Date & Venue of **Next Meeting of Steering Group**