

# SHEPTON MALLET NEIGHBOURHOOD PLANNING COMMITTEE MEETING

HELD ON 17<sup>TH</sup> October 2019 at Shepton Mallet Library

## MINUTES

**Present:** John Parham, Councillor, Somerset County Council (Chair)  
Simon Edwards, Resident  
Matthew Harrison, Councillor, Mendip District Councillor  
Hayley Cullen, Resident  
Alan Marter, Resident  
Alice Archer, Business representative (Secretary)  
Tristan Faith, Councillor, Mendip District Councillor  
Robin Horton, Resident  
Abbie Chivers, Resident

### 1. Consider Minutes of the meeting held on 19<sup>th</sup> September 2019.

#### 2. Matters arising from those Minutes

Action: John would write to Transport Adviser asking him to undertake a report on our behalf. *This was dependent upon the current balance of funds available Carried forward.*

Action: The meeting to identify a preferred area for building new houses that would need a need locally. It was crucial the relevant landowner was identified and their agreement secured. *Completed*

Action: Andre would provide Alice with links to related documents that would provide information to support the neighbourhood plan, Alice would then circulate this. *Carried forward - Alice to chase.*

Action: Andre would identify Brownfield sites within the boundary and pass this information onto Alice who would circulate. *Carried forward – Alice to chase*

Action: It was agreed when the Wildlife Trust representative attended the next meeting they would be asked to identify wildlife tracks, corridors and stepping stones and the species of wildlife to be found in the area, particularly any struggling so the protection of these could be built into the neighbourhood plan. *See below.*

Action: Alice would circulate a revised draft timetable for consideration at the next meeting. *Completed.*

### 3. Presentation from Representative of Somerset Wildlife Trust (30 mins)

The Wildlife Trust does not have the resources to attend meetings. Members recognised the need to identify wildlife spaces and corridors tracks within the boundary. This information would assist in establishing supportive information to protect local green spaces and anchor these areas for the future. Members studied the plan and it was decided to request assistance from the Wildlife Trust.

**Action:** *Tristan to approach the Somerset Wildlife Trust to look at the Meadows (2 fields), Combe Lane and Tadley Place and identify Wildlife within*

***those areas as residents had expressed the desire that these be designated protected green spaces.***

#### **4. Revised Draft timetable**

The revised timetable was introduced and accepted for use by the Committee moving forward.

#### **5. Review financial statement & possibility of hiring Transport Advisor**

Tristan had acquired a balance from the Clerk which gave a balance of £3,500. The estimated cost for a Transport Advisor to prepare a draft Transport Policy is £3,000. Further financial details were needed. Matt would request a detailed financial statement from the Clerk to the Council for submission at the next meeting. Alice had contacted Liz/Becky for an estimate of the costs to be set aside to enable the project to finish. They had responded to this, however needed more information.

***Action: Matt to get up to date financial statement from Mendip District Council Clerk***

***Action: Alice to write to Liz & Becky to get an estimate of the costs to set aside to enable the project to finish.***

John informed the meeting that it was likely that the Committee would be able to access a further grant if the Neighbourhood Plan identified land within the boundary for further development. A discussion took place and it was recognised that, unless an area was designated for future development as part of the Neighbourhood Plan, there was the likelihood that potential developers would pick off vulnerable spaces within the boundary. The designation of areas would allow the area some measure of future control. Members looked in detail at the plan and potential sites and, as Andre' had mentioned at the last meeting that there were criteria that had to be met asked John to find out more.

***Action: John to make enquiries with Mendip District Council to establish the procedure for designating a development site as part of the Neighbourhood Plan and report to the next meeting.***

***Action: Alice to write to Liz & Becky to find out whether there is the possibility of being eligible for a further grant, the criteria needed to access this and the procedure to follow to get this.***

It was agreed that if it was confirmed there was sufficient funding for the Transport Adviser's costs then this could be progressed before the next meeting.

#### **6. Any Other Business**

The response from Estate Agents to the questionnaire had been poor, Matt would write as a Councillor in the hope that this would entice a response. It was agreed that if this did not elicit responses then no further attempts would be made as it was deemed all efforts would have been made to encourage local estate agents to have some input.

***Action: Matt to write to Estate Agents with the questionnaire***

The draft Design Guide has been circulated for a quick look, it was estimated that there was a further week's work needed before this could go to partners for a brief look in line

with the protocol, it is hoped that this will be ready for submission to the next meeting. Further photos would be taken of views around the boundary. The Committee praised the initial draft and the very good work undertaken so far.

**7. Date of next meeting**

21<sup>st</sup> November 2019 at 7pm in the Library