

**Shepton Mallet Neighbourhood Planning Committee Meeting**

**Date of meeting**

**Thursday 18<sup>th</sup> June 2020 7pm**

**Venue**

**Microsoft Teams**

Item		Action
	<p><b>Present:</b>                      John Parham (JP) Chair                      Lesley Parham (LP) Minute taker                      Abigail Chivers (AC)                      Robin Horton (RH)                      Alan Marter (AM)                      Matthew Harrison (MH)</p> <p><b>Apologies:</b>                      Simon Edwards                      Hayley Cullen                      Tristan Faith                      Alice Archer</p> <p><b>Absent:</b></p>	
	Meeting commenced at 7.10pm	
1	<p><b>Agree methods for using Microsoft Teams/Zoom for Formal meetings for the duration of the COVID-19 Pandemic.</b>                      All agreed to use Teams as opposed to Zoom. More secure and user friendly.                      Utilise Chat box to signify an interest to contribute to an item being discussed.                      All used Video / Microphone option except AC as entered meeting via phone. No issues raised from either method.</p>	
2	<p><b>Approval of Minutes of the meeting held on 20<sup>th</sup> February 2020.</b>                      All agreed that minutes represented an accurate account.</p>	
3	<p><b>Matters arising from those minutes that are not on the Agenda for this meeting.</b>                      All agreed content of Agenda was sufficient.</p>	
4	<p><b>Getting Back on Track.</b>  <b>(RH)</b>                      Instruct Transport Assessor to carry out an assessment and await response.                      Continue as normal.                      Local Plan part 2 was due for consideration by the Planning inspectorate in September but due to Lock Down this will be delayed possibly to the New Year, according to Andre Sestini.  <b>(MH)</b>                      Not necessary to make a formal announcement as Town Council already know.                      No point submitting anything as last info from planning was 5<sup>th</sup> May and have postponed all case work till further notice.</p>	
5	<p><b>Financial Report</b>  <b>(MH)</b>                      £10k has been allocated from Town Council. Access to it when needed.</p>	

Date:  
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6	<p><b>Transport Survey</b> (JP) Formally agree to go ahead and spend the money.? (MH) Transport to approach Town Council Directly for payment so not to include a third party. (JP) Assessment, Massive impetus in cycling. Government financial assistance for cycle routes, would be sensible to include in assessment any new Government guidelines. (all agreed) (RH) Edric Hobbs at Mendip involved with integration of new Cycle routes etc, (MH) Pedestrianisation of the town centre is happening. Supported by email sent to (JP) from County Councillor Alan Jones. Option to make footpaths a one-way system with a temporary 20 mph limit. (JP) Allowing Cafes and Bars to use Market Place for alfresco eating/drinking etc without having to apply for licences. May allow it, not refused yet. Prudent to get it agreed first. Glastonbury high street had been closed off and since been reversed as not viable. Led to increase in street drinking and drug use. (RH) Project for resurfacing not commenced as yet. (JP) Design and brief agreed, to be finalised at next months meeting between SCC, MDC and SMTC and JP. Estimated time scale within the current financial year. Work to be achieved in Zones, approximately 6-8 weeks to complete. Composition, edging to be block paving, nonblack macadam type surface. Textured like Hoggin.</p> <p>Formally agreed to spend the money for the Transport Survey and include Edric Hobbs details in covering letter: All agreed.</p>	
7	<p><b>Design Guide</b> (RH) No progress. Locality produced a template albeit months after initial work, Will look at incorporating in with work already completed. 1<sup>st</sup> piece of work to complete before next meeting 22/07/2020 2<sup>nd</sup> piece of work, transfer onto Locality template by the meeting 19/08/20</p>	(RH) (AM)
8	<p><b>Timetable</b> (JP) Leave as is</p>	
9	<p><b>Issues residents report as important not covered in Public Consultation.</b> (JP) The need for a Public Consultation. (MH) Yes, there is a need as Covid-19 has changed everything. All agreed. (JP) Prepare questions for next meeting to be included in Public Consultation. All agreed.</p>	ALL

Date:  
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	Meeting Concluded at 8.08pm	

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