

SHEPTON MALLET NEIGHBOURHOOD PLANNING COMMITTEE MEETING

HELD at 7pm on 20th February 2020 in Shepton Mallet Library

MINUTES

Present: Sally Lever, Shepton Mallet Phase 7 Residents Association
Richard Thomas, Shepton Mallet Phase 7 Residents Association
Hayley Cullen, Resident
Jon Parham, Somerset County Councillor (Chair)
Robin Horton, Resident
Tristan Faith, Councillor
Alan Marter, Resident
Alice Archer (Secretary)

Apologies: Simon Edwards, Resident
Abbie Chivers, Resident
Matt Harrison, Shepton Mallet Councillor

1. Minutes of the meeting held on 16th January 2020

These were ratified.

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: Andre would provide Alice with links to related documents that would provide information to support the neighbourhood plan, Alice would then circulate this. *Completed. Alice would recirculate.*
- Action: John would circulate the plan showing brownfield sites.
- 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. *Carried forward.*
- 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. N/A – this would be passed to Consultants.*
- Action: Information about housing needs/enquiries in Shepton Mallet can be obtained from Mendip District Council based on information provided by local Housing Associations. *Completed - Alice to circulate.*

Action: Local information is often provided by online housing search engines, e.g. Zoopla. Information to be requested from Becky & Liz consultants.
Completed.

Action: Matt Harrison to facilitate a meeting/telephone conference to look at the financial situation. *Completed – covered in Item 3.*

Action: Best way of getting evidence of issues being highlighted by residents as important to them so they can be addressed within the neighbourhood plan, but not backed by evidence from the public consultation to be discussed.
Covered in item 6.

3. Financial Update

John reported that initially £25,000 had been earmarked for the Neighbourhood Plan. However of that, £10,000 had been moved from the reserve for this to the General Council Reserve. To get that money released back into the Neighbourhood Plan pot a resolution would have to be passed to get the money returned. There have been 2 grants so far, £8,000 (of which £7,400 has been spent) and £9,000 (of which £562 has been spent). Therefore there is £13,000 left from the original £21,000 and another £8,440. Therefore if the £10,000 is moved back into the fund there is **£21,440** available which, having talked to the consultants should be enough to see the process through.

Action: Tristan would approach the Town Council with a resolution that the £10K be repatriated into the Neighbourhood Plan fund.

There are some other grants available:

- Money for the development of a design guide. There would be no financial gain as the money funds one person to create the design guide. It was agreed that, as Robin and Alan had done such a good job and were so far advanced in this process, there was no mileage in applying for this grant. The draft design guide will be passed to our Consultants for checking in line with our protocol.
- A grant for allocating sites for redevelopment within the Neighbourhood Plan. This can be undertaken by our Consultants.
- A grant for designating areas for affordable homes to be built.

Action: Alice to recirculate Liz & Becky's response designating grants available and costs for the project to the finished.

4. Design Guide

Great progress had been made with a few more photographs to be undertaken. This would then be compared with the guidelines provided by Liz and Becky and then submitted to them for their comments. The meeting praised Robin and Alan's great work and the efforts they have put into this.

5. Timetable

Alice will recirculate the brief to the Transport Adviser. As soon as money is released, John will instruct him to start the work which should take 3 weeks.

Action: Alice to recirculate the brief to the Transport Advisor to members.

6. Issues residents report as important not covered in Public Consultation – best way to obtain evidence

This was discussed at length. It was agreed all green spaces would be added to the Plan. Applications for Planning Permission going through at the moment cannot be affected by the Neighbourhood Plan we can only attempt to finish the process asap to influence the future. Letters from residents backing up the issues we raise in the Neighbourhood Plan are crucial to provide the evidence we need to back up the information within it.

7. Date of next meeting(s)

19th March 2020

23rd April 2020

21st May 2020