

# SHEPTON MALLET NEIGHBOURHOOD PLAN

## STEERING GROUP MEETING

Friday, 4<sup>th</sup> October, 2013

### MINUTES

1. **Present:** Matt Day, Stuart Brown, Jeff Curtis, Anna Blackburn, Tanya Griffiths, Greta Marsh  
Apologies: John Parham, Robert Stoner, Claire Sully
2. **Minutes from the last meeting** (30<sup>th</sup> August) were approved.
3. **Matters Arising:**
  - a) Jeff reported there had been no progress made with Bowlsh School.
  - b) John had not been able to speak to any traders yet, Matt would chase this up.
  - c) So far Matt had contacted the owners of the following sites (we are moving into the Options phase now):
    - (i) Anglo Brewery – Haskins Ltd would be happy to meet us but wanted more details first. They are willing for a delegation from the Steering Group to go and have a look round. Matt said he would draw up a basic proposal, to be agreed by the SG before submission to the Anglo. Jeff and Tanya agreed to go on the tour with Matt.
    - (ii) Amulet/Academy – Looking for a commercial tenant rather than a community use. Kevin Newton would be willing to attend a town centre workshop.
    - (iii) BT building – No progress.
    - (iv) Prison – Matt had contacted Kevin Hunt, from Jones Laing Laselle (the Ministry of Justice’s planning consultants), who has agreed to a meeting on 17<sup>th</sup> Oct. The meeting should include Claire Sully. One problem would be parking. Jeff and John agreed to attend. Matt to draw a basic proposal together.

Matt had not been able to contact others yet. Matt was to contact the Police to see what their plans are for the station – Stuart gave Dave Harley, Head of Estates as the contact. No update on the Post Office Sorting Office or the Registry Office. Stuart explained there was a SCC review of all Registry Offices and there had to be a year’s notice of any proposed changes. **Actions: Matt**

- d) Claire Sully wanted to join the Steering Group but was unable to attend this meeting.
- 4) **A draft copy of the Objectives** has been sent to the Councillors. Three comments received; two comments about poor communication with Councillors from Chris Inchley and Garfield Kennedy, one from Bente Height about inclusion of Cowl Street & Hillmead issues. Matt replied to each, acknowledging communication with all Councillors could have been better, and will now share approved Minutes with Councillors.

Matt will meet the Conservation Officer on 7<sup>th</sup> Oct to check feasibility of suggestions for Cowl St & Hillmead. Anna suggested that the Town Design Guide could address those

concerns – it could start in that area. Jeff commented again that the points raised in the Objectives should be achievable. After discussion, Matt suggested the Objectives List could be simplified further before being published (by removing the CIL funding list and the list of projects). **Action: Matt**

- 5) **Next steps:** It was agreed the draft Objectives should be submitted along with a Press Release. The release would also mention the workshops and ask for people interested in taking part to let Matt know (we already have many shoppers/users from the feedback forms). **Action: Matt**
- 6) **Any Other Business:**
  - a) Jeff said there still seemed to be a lot of work to do before the Plan would be due to go to Referendum. Discussion took place on this point and the progress made so far.
  - b) Matt said there was a problem with using MDC's OS maps licence and he would contact the Town Clerk to use the Town Council's licence.
  - c) Matt will make an application for a £7,000 grant, this should cover costs and some expert support in the coming phase.
  - d) Two officers from Knightstone Housing (who have properties in the town) asked to meet Matt.
  - d) It was felt that an additional member of the Town Council should be on the Steering Group to aid communication. Matt would raise this with John and the Clerk. **Action: Matt**
- 7) The next meeting will be on Friday, 1<sup>st</sup> November at 5.30pm, in the Town Council offices.

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