

SHEPTON MALLET NEIGHBOURHOOD PLAN

STEERING GROUP MEETING

Friday, 7th February, 2014

MINUTES

Present: Matt Day, John Parham, Stuart Brown, Jeff Curtis, Anna Blackburn, Tanya Griffiths, Neil Shearn, Gretal Marsh

1. **Apologies:** Claire Sully
2. **Minutes from the last meeting** (6th December, 2013) were approved. Matt advised that he was in touch with Claire Sully regarding the Prison and had sent out reminders to businesses for the town centre workshop.
3. **Matters Arising:** None
4. **Tadley Acres Green Space:**
Matt updated the meeting on this matter, advising that it was being used as a local green space and around 40 letters and emails had been received testifying to this and supporting its retention. Matt could not see why this issue, being an important local planning issue, should not be included in the Neighbourhood Plan as a designated local green space (though more evidence may be needed for the examination).

Jeff raised the point that if this area was not used for housing, would the houses then be built elsewhere in the town? Anna replied that there would be no direct link – all applications are reviewed on their own merits. Neil advised the meeting that it had originally been designated as a play area and also raised the issue of future maintenance for the area. Further discussion took place on these additional points. A decision was taken that it should be included in the Neighbourhood Plan.

5. **Report on Town Centre Workshop:**
Matt gave an update on the Town Centre Workshop. He had issued notes of the points raised; there were not many planning related issues, apart from the development of the Commercial Road/Little Ostry area and the prison. John mentioned the non-planning (but recurring) issue that Shepton should have an “image”. Car parking was also a major issue at the workshop. Stuart Brown pointed out there is already some free parking at Great Ostry. Jeff mentioned something visitors look for – toilets that are open (the high quality toilets near Commercial Rd are not open on Sundays). Stuart said he was happy to talk with SMTC about transferring ownership.
6. **Report on Youth Workshop:**
Jeff gave an update on the workshop, attendance was very disappointing as none had turned up, but Jeff updated the meeting on conversations he had had with the various schools. The YMCA Workshop, held the week before, had only attracted 3 people. Sister Anne had held a meeting with the ATC (30 cadets) and managed to get them to

raise an Issues List, which Jeff handed to Matt. **Action: Matt to incorporate in relevant part of Plan**

7. Planning Advice and Design Guide:

Matt updated the meeting on his role and that more planning advice was needed in the next phase and advised that planning consultant Stuart Todd had met John and Matt and had submitted a fee proposal. This now had to be discussed by Town Council for approval. The Fee Proposal makes the most of the direct support available from Locality and Planning Aid England.

John advised that the Neighbourhood Plan had not been discussed at the last Town Council meeting and had been delayed until the next meeting. He also mentioned that getting a CIL list was an important reason to continue to a full Plan.

Design Guide: - Matt updated the meeting on discussions concerning Cowl St & Hillmead and the Conservation area. A Design Guide/Code was felt to be the best tool to improve design quality and protect character in the older parts of the town, and Matt had spoken with urban designer David Hawes on how this could be developed. Matt suggested a Design Code should be put out to tender, but the priority was getting additional planning support (in Stuart Todd or similar).

8) Any Other Business:

a) Jeff asked if the members of the Steering Group would meet Stuart Todd. John said this is possible but the intention was that Matt would continue supporting the meetings.

b) Matt asked Tanya if she had made any progress with the list of places available as a Community Centre. Tanya apologised as had been very busy but will meet John and Gretal soon to move this on.

c) Chris Norman had told Matt about his proposal regarding the Red Lion being taken on as a Heritage Centre.

d) Gill Weston had been in contact concerning safe pavements regards HGV and other traffic.

All above would be discussed in more detail at the next meeting.

9) The next meeting will be on Friday, 7th March at **5.00pm**, in the Town Council offices.

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