

Westbury sub Mendip Neighbourhood Plan Working Group
Minutes 13th February 2024

Present - Chris Langdon [CL] (chair), Mick Fletcher [MF], Ros Wyke [RW], Tony Westcott [TW] Sue Isherwood [SI] Dave Maguire [DM], Adamos Euripidou [AE] Guy Timson [GT]

1. **Apologies** There were no apologies. GT was welcomed to the group.]
2. **Minutes.** The minutes of the meeting held on 11 January were agreed. MF to post a pdf copy on the website.
3. **Matters arising.** CL reported that he had asked our Somerset councillors to take up with Highways our concerns about the way their discussions with agents for the church commissioners had been conducted and to ask for the record of the meeting to be withdrawn since it seriously misrepresented the position of the parish council. Ros has offered in an earlier email to take the matter up with the management team. **Action RW**
4. **Progressing the neighbourhood plan.** It was noted that we had successfully secured a grant to cover the cost of a housing survey which would be undertaken by the end of March. It was agreed to arrange for distribution of copies door to door over the weekend of 17/18 February with volunteers asked to follow up to chase replies a week later. GT to draft a note for the PEW urging residents to complete and return it by the deadline of 15th March. Action GT
5. The meeting considered an update to the timetable and process for agreeing the neighbourhood plan produced by CL. It was agreed that the timetable would be challenging but that we should seek to meet it since there was a danger that the community would become weary of the issue.
6. The meeting reviewed progress on determining the overall objectives of the NP, bearing in mind that some exercises (Settlement Character Assessment; Highway Safety paper) had been accelerated to assist in any response needed to Roughmoor Lane proposals. DM, TW and GT had drafted questions on priority areas that had emerged from the pilot survey of Feb 2022. However, it was felt that the views expressed in the pilot survey might represent insufficient basis for determining priority areas.

It was agreed that we should revert to a more open style of questions with information supplied to inform on the range of evidence and reports already undertaken. TW suggested that it would be helpful for those answering surveys to see what kind of policies might arise and this might form part of an info pack. After a discussion on the difficulty of framing questions it was agreed some professional input would be advantageous. CL suggested it would be valuable to review other NP survey questions.

Action CL to follow up on points above and source some professional help on survey questions as well as resource to drive NP process.

7. **Roughmoor Lane.** Clarification of the possible timetable for consideration of a revised planning application was still needed. It was confirmed that the Highways Safety scoping document was available on the website and had been forwarded to Litchfield's as well as Somerset Highways. It was agreed to raise with CCE the unsatisfactory state of the security fencing around the brownfield site.
8. **Communication.** It was agreed that the article for the PEW should focus on the housing survey as nothing new was known about other matters. The article would also be placed on the village website. It was agreed that great care would be needed to ensure that there would be effective communication with the village throughout the NP process while at the same time preparing people for the level of consultation and surveys they might expect (and why).
9. **Next meeting.** Agreed to be held at Court House Farm, on 20th March at 8.00pm.