

Westbury sub Mendip Neighbourhood Plan Working Group
Minutes 11th June 2024
Waterslade

Present - Mick Fletcher [MF] (chair), Chris Langdon [CL], Tony Westcott (TW), Sue Isherwood (SI), Penny Colwill (PCo),

1. Apologies Guy Timson (GT), Ros Wyke (RW), David Maguire (DM). (Adamos Euripidou absent)

2. Minutes. The minutes of the meeting held on 15 May were agreed. **Action MF to post a pdf copy on the website.**

3. Matters arising.

NPWG activity time line – PCo has begun developing timeline and will progress
Pre-app planners – RW is enquiring which planner appointed for pe-app discussion with CC.
CL to also write to Andre Sestini and Emma Meecham
UWE Graduate. TWE has applied for this resource but has not heard of any progress. **Action TW to chase UWE**

4. Brownfield Site Valuation update

An updated valuation has been received with Angels group to consider. The Brownfield group yet to meet to progress – with focus perhaps on grants available. NPWG to feed relevant messages from survey responses to BF group so that account may be taken of emerging priorities objectives of village (eg creating space for business)

Action MF to issue BFR grp with summary survey messages

5. Neighbourhood Plan support from Stuart Todd and grant funding

The proposal for support from Todd Associates has been received and was circulated to all NPWG. About 50% of time allocated is to write draft policies with other time allocated as expected. The proposal notes it is possible that other assessments may become necessary depending on what the NP seeks to achieve – sustainability appraisal, strategic environmental assessment or habitats regulation assessment. The view was it was difficulty allocate resource to what might be needed (or not). The proposal would take all of the remaining grant sum of £10k (yet to be applied for) – we agreed this was best use of this resource and costs for consultation events and printing would be smaller and perhaps funded by the Parish Council. Agreed to accept proposal subject to the grant being available
Action CL to write to Stuart Todd and inform him of conditional instruction as per his proposal

The government have indicated funds are now being made available for supporting NP activity – up to a max of £10k for WsM of which approx £4k received and spent (Housing Needs Survey)

Action CL offered to apply as the process now familiar – using the Stuart Todd proposal as evidence of need

6. Housing needs statement update

CL updated the meeting on the sub grp meeting on housing needs. The summary notes from this meeting having been circulated for this meeting. There was broad agreement that three actions to be progressed:

- (i) The NPWG to review the mission for the NP to reflect survey results / housing needs discussion and draft circulated.
- (ii) The CNB Housing needs statement needs to be moderated in three ways,
 - a preface that communicates a message that the overall needs of the village are a priority and the affordable housing needs as modelled will need to stay within sustainable envelope that also complies with village priorities – or equivalent
 - CNB to add a third forecast model to the current two being a per capita need for affordable housing based on Mendip data and applied to WsM population (less an element for rural location). This will probably sit in the middle of current range and will assist in getting a balance
 - The conclusions to set some context of forecasts – that data models have some large assumptions built in / forecasts therefore indicative only / NP must take into account other priorities of village.
- (iii) The proposal is that WsM develop a housing strategy document that takes account of the NP mission, the NP objectives and then articulates a housing strategy that frames other demands for housing (sizes, younger and older populations) and also what level of growth the village that is sustainable – with the CNB Housing Needs Statement as an appendix.

Action

CL to progress item 6(ii) above with CNB with drafts to be circulated to NPWG before issue to CNB.

All NPWG to develop NP mission and housing strategy doc with advice from Stuart Todd

7. NP Priorities Village Survey

a. Agree Conclusions

The “*Summary commentary for NP Priorities Survey*” docs circulated prior to this meeting used as basis for discussion without calls for change. This included the following headings which it was agreed formed a good basis for developing aims and objectives and to assist with the village engagement.

- Community / Facilities / Services
- Housing Development
- Settlement Character
- Traffic & Transport
- Environment, Ecology & Countryside
- Sustainability
- Employment

Action TW to circulate these headings with added sub headings drawn from surveys / existing discussions

b. Plan for village engagement

To achieve a good level of engagement there would be a mix of types of events we should consider – Village Hall meetings, Shop Coffee Events, Sausage sizzler, Village Day, piggy back other organisation meetings and make use of zoom / social media. We should ask Stuart Todd (ST) for advice on engaging the younger members of the village.

Agreement that prior to the Roughmoor Lane CC consultation meeting (10th July) we should limit NP engagement to Village Day (22 June), Shop Coffee mornings (5th July?) and the next Sausage Sizzler event (?). There was a view that village hall meeting(s) would now need to wait until Sept to avoid RL conflict / effect and summer holiday commitments.

In order to engage with people at Village Day (and other events prior to 10th July) we agreed to develop some posters to be fixed to foldable displays set up on table top. These posters to communicate key message from NP priorities survey and to seek comments on how to progress. We agreed that we should avoid repeating question already asked – it is time for us to feedback to the village and progress the priorities coming through.

The posters to summarise key messages from NP survey for that topic and then ask some simple questions / suggest some next steps with feedback captured by way of a coloured stick on dot in columns that can be selected – with post in notes to add some qualitative feedback.

We agreed to divide each topic poster amongst NPWG

PCo - Community / Facilities / Services

CL - Housing Development

SI - Settlement Character

MF - Traffic & Transport

TW - Environment, Ecology & Countryside

DM - Sustainability

GT / AE - Employment

If we each work on these posters and circulate early drafts then we can develop a working model. See document circulated “*Summary commentary for NP Priorities Survey*” for key messages – and NP survey slides also circulated

Action – All – Develop A3 plus posters to communicate key messages from allocated topic and ask relevant question to progress ideas

8. Roughmoor Lane Consultation – Preparation, Comms, Pre_App officers

CC have informed parish council that they have booked the village hall for a consultation event to run on the 10th July from 2-6 or 7 pm(?). They will promote via leaflets to each house in village. MF has already flagged this event is happening on WhatsApp groups and PC website.

Agreement that PC should alert people to the documents that summarise the comments that were made in response to proposals from 2022 consultation, that the PC have

commissioned Highways Safety Scoping doc and Settlement Character Assessment to assist ensuring proposal reflects relevant policies and respects settlement character.

Action - MF to make relevant docs available for viewing via various media channels

Agreed that it would be sensible to book a date for village ton meet to reflect on CC proposals. MF to seek preferences and fix date for 1 – 2 weeks following (?)

Action MF to organise village meeting date to follow up CC consultation event

9. Communication – PEW

PEW copy for July to include notice for roughmoor lane CC consultation event and of NP actions for further engagement to communicate results from surveys.

Action MF to write up copy ref RL and CL to write up copy ref NP. Deadline is midday Thursday June 20th

10. AOB

None

11. Next Meeting

Either 8pm Tues 30th July or Wed 31st July – TBC

Action CL to agree date and venue