

Westbury sub Mendip Neighbourhood Plan Working Group
Minutes 13 October 2025

Present - Chris Langdon (Chair) [CL]. Mick Fletcher [MF], Ros Wyke [RW], Sue Isherwood (SI), Dave Maguire (DMg), Tony Westcott (TW)

1. Apologies. Penny Colwill (PCo). Not present: Al Hood, Adamos Euripidou, Guy Timson.

2. Matters Arising

a. RW said that now she was chair of the East Mendip Planning Committee it would not be appropriate for her to comment or participate in discussions re the Roughmoor Lane (RL) planning application. She would therefore excuse herself from the meeting during such discussions.

b. CL confirmed a meeting was held with Cllr Heather Shearer (HS). HS was briefed on the RL development issues and comments received from the community on this matter. It is understood that HS will have 3 minutes to speak directly to the planning committee when the application is considered, probably at the 2nd December meeting. It was suggested that a further meeting with HS before the planning committee meeting to consider what issues she would speak on to avoid duplication of objection points by other speakers. HS was also briefed on the Neighbourhood Plan (NP) process.

c. No response was received from Somerset Council (SC) to the recent PC letter on putting PC comms on the planning portal. This should be chased up. **Action:** PCo to write to SC requesting a response to the earlier letter.

d. Nothing had been heard from GT re details of playing field facilities for the NP. **Action:** CL to contact GT to discuss supply of playing field facilities information for inclusion in NP. RW raised the need for more information about the conservation area to be included in the NP. It was noted that Liz Beth had been unable to find any documentation governing the conservation area. **Action:** TW/SI to write a page about the conservation area to be included in the NP.

e. RW suggested PC may have some funds available if the consultation exercise threw up any issues with the quality of the maps and illustrations in the draft NP document.

3. NP pre-submission

a. Draft NP. There was a long discussion about what should be included as appendices and what would be an endnote. It was concluded that there would be 4 appendices: Timeline of consultation; Maps; Village Character Assessment; Transport Issues document. The DM transport report should be included as an Endnote. Endnotes need to be re referenced in the final pre-submission draft. It was agreed there will be electronic links to PC website and external websites as appropriate for endnote reference documents. Action: MF/PCo to annotate endnote references in pre-submission draft for consultation exercise.

b. Village Consultation Plan. MF's email of 1 September set out various actions that are needed to be done and by whom to achieve the pre-submission consultation. "Informing" in points 12 and 13 of this email means telling people where they can access the draft NP. It was agreed that as well as access to electronic versions of the draft NP and hard copies being available we should organise some focus groups, possibly utilising those run for the previous NP discussions and also an open village meeting. It was thought the open meeting was best held in January. We will be seeking at the focus groups and open meeting to get feedback on the NP about what we have got right and/or wrong and what have we missed.

c. Consultees. CL confirmed he had a list of Statutory Consultees. Other consultees should include:

CCs

Strawberry Line

Butterfly Reserve

National Trust

CPRE – Meeting to be held with a representative of CPRE on 14th October

Quarry

Lloyd Bros as owners of Lodge Hill Industrial Estate

Bucklegrove

Neighbouring parishes

Historic England

SW Heritage Trust

The school

d. Pre submission process. We are aiming to get the pre-submission draft out by 22 October. This requires the following **actions**:

RW to talk to GT and Mark Smith to get PC website up and running asap.

MF/PCo to update endnote references

CL to check quality of imagery in the draft document

CL to draft letter for statutory consultees and others to be sent out by Parish Clerk with a link to the draft NP. CL to provide list of emails for recipients.

4. Roughmoor Lane Application

a. Update on status. Applicant is updating documents on the planning portal all the time. We need to be aware of any changes.

b. Timetable. RL application currently timetabled for 2 Dec meeting by Planning East Committee. Anyone can request to speak at the meeting and will have 3 minutes to address the committee. It was suggested that we should coordinate with people who proposed to speak to ensure that all our concerns are raised without speakers duplicating points. HS will speak as East Mendip Councillor. PC, NPWG member and possibly 4/6 villagers should also speak. Volunteers to speak will be sought via the various WhatsApp groups and through a PEW article. A meeting will be held mid Nov to coordinate the speaking responses. Other village residents will be encouraged to attend the planning meeting to show depth of support for objections.

c. Issues/objections. CL will coordinate the speaker topics. Speakers will cover the following topics:

Over development

Safe pedestrian crossing

Highways issues

Sewage

Attenuation Pond o/s allocated area/Brownfield site/parking

The poor consultation process.

d. Speaker messaging. **Actions**: DMg to draft PEW article, MF to publish request for speakers via various WhatsApp groups, CL to produce a one page plan for planning committee meeting.

7. AOB - Community Space working group progress. Agreed to defer till next year.

8. Date of next meeting. Re RL application Sunday 16th November at 1700. Re NPWG Monday 8 December at 2000, SI to host.

Meeting closed.