



Melksham Neighbourhood Plan

Steering Group Meeting

Melksham Without Parish Council meeting venue

1 Swift Way, off Westinghouse Way,
Bowerhill Industrial Estate, Melksham,
SN12 6GX

Date: Wednesday, 29 January 2020

Start: 6.00pm

1. Welcome and Apologies
2. Declarations of Interest
3. Public Participation
4. Minutes of the Last Meeting
 - a) Agree Minutes of Meeting held on 27 November 2019
 - b) Matters Arising
5. Finance Report
 - a) To note latest financial report.
 - b) To approve payment invoices submitted.
6. Place Studios
 - a) To consider Draft Plan
 - i) To raise any key questions
 - ii) To discuss practicalities about how to review the draft (checking/localising)
 - b) To consider CIL (Community Infrastructure Levy) and Neighbourhood Plan
 - c) To receive an update on the evidence base
 - d) To agree the date of the Regulation 14 Consultation; the proposed date is 16 March 2020
7. To receive a verbal report from the Town Clerk of Melksham Town Council regarding the Town Centre Scoping Document.
8. To consider progress regarding a Statement of Common Interest and an update on joint meeting held on 8th January 2020 with Wiltshire Council.

9. Website content and publicity updates

- To receive feedback following Area Board presentation (6th January) and Article in Melksham News (16th January)
- To note website update
- To note social media advertising undertaken
- To arrange a small working party to review 'Talking Heads' videos

10. Date of Next Meeting of Steering Group: Wednesday 26th February (unless one is required earlier) at 1 Swift Way off Westinghouse Way.