



Melksham Neighbourhood Plan

Steering Group Meeting
Crown Chambers, 1st Floor, 7 Market
Place, Melksham, Wiltshire SN12 6ES

Date: Wednesday 25th April 2018

Start: 6pm

AGENDA

1. **Welcome & apologies**
2. **Declaration of Interests**
3. **Public Participation**
4. **Minutes of the last meeting**
 - 4.1 Agree minutes of meeting held 28th March 2018
5. **Matters Arising**
 - 5.1 Matters Arising from Min. 8 Centre for Sustainable Energy – email from Lemon Gazelle
6. **Finance Report**
 - 6.1 Payments for Approval
 - 6.11 To consider the March 2018 invoice from MCAP
Link: Invoice 18/P/003 sum £304.50
 - 6.12 To consider the latest invoice from Lemon Gazelle (when received)
 - 6.2 Current Budget – amount spent to date
7. **Grant Funding**
 - 7.1 Grant monitoring form for year ending 31st March 2017 completed
 - 7.2 New grant application made for May 2018 onwards (including Technical Support)
 - 7.3 To note Revised quotation and timeline from Lemon Gazelle (*basis for grant application*) click to download a copy of Quote 180418

8. **To note Advice Note** from David Way, Spatial Planning Officer regarding Plan reviews required every 5 years

[Click to download](#)

David Way suggests, "Note especially references to new Locality NP support programme 2018-2022, the revised draft NPPF being published recently for consultation and the inclusion in there of the protection given to NPs which allocate sites for housing when the local planning authority can demonstrate a 3-year supply of housing (as opposed to the usual 5-year supply)"

9. **To note changes in forthcoming NPPF legislation** regarding Neighbourhood Plans

[Click to download Extract from Draft Planning Practice Guidance](#)

10. **Housing Sites:**

10.1 To consider if allocating sites in Plan or adopting criterial led approach (see advice from Lemon Gazelle)

[Link to email regarding allocating housing sites from Lemon Gazelle](#)

10.2 To consider asking Wiltshire Council for Housing Needs figure/assessment for Plan Area

11. To consider **questions raised by Lemon Gazelle following "Options" work**

[Link to options questions paper](#)

12. **Feedback from MTC** following Planning Training

13. **Update on Wilts & Berks Canal** from a variety of sources

[Link to download update](#)

14. **New meeting venue from May onwards**

15. **Any Other Business**

16. **Date of Next Meeting** of Steering Group: Weds 30th May 2018