

## **Heywood Neighbourhood Plan Neighbourhood Plan Steering Group**

Meeting 1 February 2018 – notes  
Briefing by Stuart Todd Associates

Present: Cllr J Masson Cllr E Lock Cllr F Morland Cllr K Youngs  
Stuart Todd (Stuart Todd Associates) - consultant  
Mrs A Bizeray (Parish Council Clerk)

- Councillors briefed Mr Todd regarding Parish details:
  - explanations of physical features and uses of land within Parish Neighbourhood Area (already approved), including listed buildings, valued landscapes, businesses;
  - consists of settlements (Church Road, Heywood; Dursley; Hawkeridge) and countryside, therefore policy limits do not apply;
  - current issues and threats including predatory local councils seeking boundary reviews to transfer land to another authority; speculative planning applications.
  
- Mr Todd set out points to take into account in preparation of Neighbourhood Plan:
  - national policy for land supply supercedes Wiltshire Council Core Strategy and Neighbourhood Plan; however NP must be in accordance with Core Strategy;
  - Neighbourhood Plan can be useful in boundary reviews;
  - consultation with other statutory consultees early in process useful to make NPSG aware of key evidence, studies, issues, including Historic England, Environment Agency, local Waste and Minerals Plan, Wiltshire Council, Natural England, CPRE;
  - robust evidence of consultations, data and research of all stages in the planning process essential;
  - consultation with local communities essential at all stages, to keep local residents, employers and workers informed and involved, to encourage support.
  
- Statutory part of Neighbourhood Plan is made up of policies; more information added to justify policies and to give comfort that public opinions have been recognised.
  
- NP is for land use only; other issues could be published as “Parish Plan” (eg bus services).
  
- Suggestions for inclusion in plan:
  1. Green buffer to protect character of Hawkeridge from potential development of Westbury;
  2. Support for further renewable energy installations, if not detrimental to landscape;
  3. Protection of local valued assets (listed buildings, woodlands etc);

- Planning procedure could take up to 18 months; may be shortened if no housing sites offered.
- No statutory composition of steering group; ST suggests asking for volunteers at first consultation meeting with community, and approaching possible members individually. Advantageous to include local business owners including WWTE.
- Parish Council must produce Terms of Reference for NPSG showing members, rules, nominated chair, delegated powers. NPSG presents actions to Parish Council, who make formal resolutions to carry them out.
- ST issued draft timetable showing 6 consultation periods before submission to local authority. Plan to be subject to periodic review and amendment.
- Any documents/notes etc produced b NPSG to be available on Neighbourhood Plan tab on Parish Council website.
- Wiltshire Council to arrange Parish referendum after submission.
- Actions to be taken:
  1. Begin first consultation stage ie initial launch/meeting to raise awareness, publicity.
  2. Additional members of NPSG to be sought.
  3. Publish Terms of Reference.
  4. Apply for Grant.

EAB

03/02/2018