**Sutton Benger Neighbourhood Development Plan (NDP)**

**Meeting of the Core Working Group – Monday 20th April 2016**

**Time & Location – Long Ridge House @ 20:00hrs**

**Minutes**

Present:

Jo Watchman (JW)

Hugh Bellars (HB)

Kathy Smedley (KS)

Paul Chartier (PC)

Baz Worth (BW)

1. **Approval of Minutes from Core Working Group Meeting on 11th April 2016**

Not discussed

1. **Actions arising from Core Working Group Meeting on 11th April 2016**

Not discussed

**3. Planning Session – Meeting the Landowners, Developers & Agents**

3.1 Review of Vision & Objectives

PC amended and distributed, content and amendments agreed. PC to tidy-up and publish onto NDP website + Trello **(Action: PC)**

3.2 Identifying who owns what

KS produced the Sutton Benger SHLAA drawing that identified which areas have already been shown as potential development sites. The Team attempted to identify site owners, ***all to be confirmed:***

Area 708 – Hazelwood Farm

Area 153 – Formerly the Factory, now ‘The Park’

Area 505 – Sharplands, thought to be only partly developed

Area 600 – Cornfield adjacent to rear of Cowley Way & the Recreation Ground, Mr Pope

Area 3303 – Arms Farm, Owen Inscape

Area 1102 – Howard Richardson

Area 1103 – Howard Richardson

It was agreed that the Core Group needs access to a drawing with the SHLAA over-marked with the Parish Boundary. KS agreed to source the document. **(Action: KS)**

It was noted that the Core Group have very little knowledge of the Draycot Cerne and surrounding areas. HB agreed to source information such as the SHLAA for Draycot Cerne. **(Action: HB)**

Areas were identified that could potentially be used as infill sites, such as:

* Land at rear of Bell House Hotel
* Former Post Office

It was noted that the Core Group will be required to survey the whole of the Parish to identify all undeveloped areas. **(Action: Core Group)**

The Sutton Benger Housing Needs Survey (2015) was discussed and it was noted that this is a very useful document that con be used to cross-reference information and data gathered throughout the NDP process.

It was agreed that the Core Group should meet with a small group of Parishioners on the 18th May to continue the process of identifying Landowners etc. Those Parishioners should include:

* Tony Gardner
* Gill Clarke
* Reuben
* Linda Bragg
* + others

With regard to meeting the Landowners, it was agreed that meetings should be individual landowners only, an agenda & minutes should be published and meetings witnessed by an independent Parishioner. **(Action: Core Group)**

The structure of the meetings will be fully discussed and agreed once all Landowners have been identified. **(Action: Core Group)**

BW agreed to e-mail Ian at Christian Malford (CM) to seek advice regarding the NDP process at CM with particular regard to the meetings with Landowners. **(Action completed 21 April 16)**

3.3 Number of residential units, tenure, size, timescales

It was noted that there are inconsistencies with the target numbers of houses provided by Wiltshire Council. The figures must be verified before the Core Group meet with the Landowners. **(Action: PC)**

1. **AOB**

4.1 Flooding Engineer – KS to investigate who the Engineer was at the recent PC Meeting and advise HB. **(Action: KS)**

4.2 BW agreed to contact Phil Jones regarding his briefing for leading the Highways sub-group. **(Action: BW)**

**5. Date, Time & Location of Next Meeting**

**Monday 9th May**, Location tbd, 20:00hrs (Agenda to be restricted to discuss the format of the NDP document) **(Action: PC to produce the Agenda)**

**Wednesday 18th May**, Location tbd, 20:00hrs, Meeting local knowledgeable Parishioners to establish ‘Who Owns What’

Baz Worth

21 April 2016