**Sutton Benger NDP**

**Meeting Minutes – 3 April 2017**

**Location: Hill View House**

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| **1. Review of Notes From Last Meeting (13 March 2017)**  | **See Below** |
|  | **Actions** |
| **Matters Arising:** |  |
| * 1. Housing Working Paper – Final Amendments (HB)
 | HB – To review document with regards to* Possibility of Stonewater development not getting permission ( Decision now due in May)

HB – * To Review Allocation for Large villages and the expectation of Wiltshire Council
* Check Pro rata calculations with the new spatial doc <http://www.wiltshire.gov.uk/planninganddevelopment/planningpolicy/annualmonitoringreport.htm>

KS * To check docs from Wilts the assumption for housing for large Villages.
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| * 1. Housing Working Paper – Queries from PC (Norman Davis) (HB)
 | * To Note the Query was regarding the inclusion of The Stonewater development and implications of housing numbers overall.
* To Note – It now goes to development control in May – due to the release of the new spatial document
 |
| * 1. Claim for Postbox (JW)
 | * To Note - JW Not going to make a claim
 |
| * 1. Project Plan (HB)
 | BW – * to review the master project plan ( HB to pass on)
* to begin to add tasks to the overall spreadsheet

PC * to email spreadsheet master of project plan to BW.
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| * 1. NDP Format, inclusion of missing data into Project Plan (HB)
 | PC -* To review the gap analysis of CM NDP and our project plan
* To use the above info and begin to pull table of contents together
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| * 1. Developer Sites i.e. those who met with the NDP Team (BW)
 | Done – BW circulated by email |
| * 1. Analytical Grid – Potential Development Sites (PC)
 | All Agreed format to do a sheet for each site as per circulated 2/4/2017 – Site AnalysisPC – to begin to develop the analysis for each siteNotes * To Add “Impact on existing residents” category
* Catogorise the sites by:
	+ SHLAA site – Applied – ( Stonewater)
	+ SHLAA site– Permission given Not Built (Arms Farm) –
	+ SHLAA site as included by Wiltshire
	+ Site / developer Approached NDP - not SHLAA
	+ Speculative proposal – not SHLAA
* To Note – the sites will be published to all local landowners for comment ??

BW – * To follow up diocese contact re proposal of the church piece Land being included
 |
| **2. Correspondence – Stakeholders (JW & BW)** | To Note: Good response from stake holdersBW – * to chase surgery

To note list of stake holders:* 3 x chippenham senior schools
* SB / Patford Surgery
* SB Primary school
* Benger Bears
* National Grid
* Wessex Water
* Network Rail
* Hills Waste
* Village Hall Trustees
* The Church / (via vicar).
* BT plc
* The Parish Council
* Chippenham Community Hospital
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| **3. PC Meeting 26th April 2017 (BW)** | JW and HB * to do short presentation to review the years progress to date
* To Share some of the work WM is doing mapping
 |
| **4. Flooding & Cartography Update (JW)** | To Note WM is doing a great job completing Maps Flooding KS * to pull out details from the survey for NR
 |
| **5. Date of Next Meeting:**  | Monday 8 May 2017 (Venue tbc) |
| **AOB –**  | All – to Review project plan as 1st agenda item for each NDP meeting |

**Kathy Smedley**

**4th April 2017**