



Marlborough Area Neighbourhood Plan

Attend: Cllr Mervyn Hall (MTC), Susanne Harris , Deirdre Watson, Cllr Caroline Thomas, Cllr Noel Barret – Morton, Richard Spencer-Williams (MTC Town Clerk)

Apologies: Cllr Guy Singleton (Savernake PC)

Glossary of Terms: **ARK** – Action for the River Kennet – **BCS** – Basis Condition Statement - **CCG** - Clinical Commissioning Group – **CLT** – Community Land Trust - **HNA** – Housing Needs Assessment – **KAMP** – Kennet & Avon Medical Partnership - **LP** – Local Plan – **LPA** – Local Planning Authority - **MHCLG** - Ministry of Housing, Communities & Local Government - **MTC** – Marlborough Town Council – **NA** - Neighbourhood Area – **NFU** – National Farmers Union - **NP** – Neighbourhood Plan – **NPPF** – National Planning Policy Framework **NPSG** – Neighbourhood Plan Steering Group – **OH** – O'NeillHomer - **PC** – Parish Council – **PPG** – Patient Participation Group – **SA** – Sustainability Appraisal and also Site Assessment - **SHELAA** – Strategic Housing and Economic Land Availability Assessment - **SHMA** – Strategic Housing Market Assessment - **SEA** – Strategic Environmental Assessment - **ToR** – Terms of Reference - **TM** - Transition Marlborough – **WALPA** – Wiltshire Area local Planning Alliance - **WCS** – Wiltshire Core Strategy – **WC** – Wiltshire Council - **WP** – Working Party

Minutes 7.6.22 at 1.30pm via 'zoom'

1. Apologies

Guy Singleton

2. To agree minutes of 26.5.22, and matters arising Agreed

- Email was sent to Bill Roe as requested, but no reply as yet.

3. MANP final draft update

The MANP is in a working progress with MTC office working through the amendments as required by Wiltshire Council.

OH consultants are working on maps which need amending– which they aim to be sent next week.

4. Referendum

WC have informed this will be the 11th August.

A. Key dates and Timeline

AGREED

- 20.6.22 (week begin) – completion of flyer/ print order (x10,000)
- 22.6.22 WC Deadline for MANP amendments
- 23.6.22 MTC Councillor Q&A meeting
- 5.7.22 Fortnightly Adviser deadline for flyer
- 7.7.22 **Notice of Referendum**
- 8.7.22 Fortnightly Adviser to distribute flyer
- 11.7.22 Minal PC meeting
- 11.7.22 Press release
- 19.7.22 Public meeting Q&A's Marlborough Town Hall
- 22.7.22 Postal votes sent to existing register postal voters– as advised by Wiltshire Council Elections)
- 26.7.22 Public 'zoom' meeting Q&A's
- 3.8.22 Town Hall Steps/ market stall
- 11.8.22 **Referendum** (as advised by Wiltshire Council Elections)

B. Publicity

Publicity and the promotion of the referendum was discussed, and how best to ensure the public were best informed of the MANP and the NP process. It was agreed that a combination of flyers, digital information, and public meetings offering the opportunity for the public to ask questions should be offered.

RE: Leaflet

Leaflets x 10,000 print cost £105 (sale) Nb printed two sides of A5 flyer.

Need to add Links to leaflet, other contact information for all three parishes, and key dates as agreed/ above.

RE: Leaflet drop

Option A

Via Post Office – can do Marlborough Parish, Minal, & part of Savernake at a of cost £438
Leaflet drop that covers all three parishes would be £705 but would extend to other parishes and may be too much

Option B

The Adviser can distribute via their existing rounds– £70 per 1000. Can do Marlborough only

AGREED to do flyer and to use Fortnightly Adviser for their 8.7.22 distribution run on the 8.7.22 to distribute a flyer in Marlborough, and also to do a targeted hand delivery in Minal and Savernake parishes (DW and GS to arrange, CT offered support).

C. Budget

Funds could be found out of MTC 'Newsletter budget' – possibly up to £1000.

D. Actions

- Update website
- RSW to amend and update SG membership (need to re-check if Bill Roe is still engaged with the SG?)
- RSW (MTC) to create clear separate links to amended final MANP so users can easily access the final version of the plan.
- RSW (MTC) to create clear separate links to other relevant info

- RSW to contact other parish and town councils to see what lessons can be learnt about the referendum stage

- RSW (MTC) – MANP A3 maps for display at public meetings

- DW to redraft leaflet into A5/ two sides

- MH to draft press release

- SH to send updated supporting info/ amendments to RSW

5. Next meeting date

23.6.22 1.30pm via 'zoom'; Agenda

- Final MANP version progress check
- Action tracking