

Minutes of the meeting of Hungerford 2036 project team held on Wednesday 21st June 2023, 7pm in the Library, Hungerford

Present – Cllr Richard Hudson (RH), Denise Gaines (DG), Chris Scorey (CS), Cllr Jerry Keates (KC), Cllr Keith Carlson (KC), Cllr Alistair Fyfe (AF), John Ryder (JR), and Town Clerk (TC)

1. **Note apologies** – Steve Bickell (SB), Cllr Claire Winser (CW), James Cole (JC) and Cllr Helen Simpson (HS)
Ellie Yakar-Wells stepped down as a councillor and has left this group. Jon Shatford also has stepped down from the group due to work commitments.
2. **Agree minutes of 24th May 2023** – DG proposed the minutes, seconded by KC. 2 abstentions.
Many of the actions in the minutes have been completed. It was noted that we will be using table 4.1 as per our consultant’s advice. RH hasn’t had a chance to add placeholders for photos yet as we have only just received the draft NDP. Site numbering has been corrected.
ACTION: Our consultant has been asked to create a map with all the sites on.
ACTION: Adding ‘greenspaces’ is still to be looked at.
ACTION: RH will request that the map uses the wording suitable and unsuitable, using red and green colouring.
ACTION: We have yet to look at adding an emergency services section.
3. **Progress on site assessments** – Our consultant has carried out site assessments on an equivalent basis to HELAA. Site evaluations are next to be completed using the evidence base.
ACTION: RH will speak to our consultant to clarify the boundary of one of the sites. It is noted that a previous planning refusal was on an adjoining site and not on the submitted site. It was suggested contacting other towns/parishes that recently completed their NDPs may be helpful to learn from their experience.
It was noted that the average density of development on sites compared with suggested numbers from site owners may vary the dwelling numbers slightly.
A discussion on how best to present site options at a public consultation took place. This would include the new sites that have come forward and consider the options available to meet the housing numbers. This could be limited to 2 options, A & B.
4. **Discuss Draft Plan**
 - Insertion of photos - Yet to be done (refer to item 2 above)
 - Character areas (design) – A discussion took place about whether a Design Code should be included in the NDP. Whilst this could be time consuming it would be a good foundation to build on in the future. Responses to various planning applications could help form evidence for the Code. It was queried if AECOM funding will be in place for this as we are still waiting for the Locality website link to be updated for NDP funding applications.
ACTION: RH to obtain a copy of the Shepton Mallett Design Code as an example.
ACTION: RH to produce a map to Identify key movement routes
The rest of the draft plan was discussed page by page.
ACTION: RH to update various typos identified. It was noted HUNG 3 is shown twice.
ACTION: RH to include ‘aging population’ in ‘issues and challenges’ item 2.26.
ACTION: Clarify what land parcels are included in Common land and how it is protected.
ACTION: RH to merge some objectives as there are too many. Suggested J&K, I&L, O&P.
It was noted objective O is shown as objective E under economy and objective R is shown as a non-policy action on page 19.
With reference to 6.2 some development in Station Road (designated an employment area) is being allocated as residential and there is a major access issue for goods vehicles to the area.
ACTION: RH to include a paragraph to encourage relocation of sites from station road.
ACTION: DG to find out when WBC are due to review the employment areas.

ACTION: RH to add a paragraph about the enterprise centre. Quite a lot of units go in farm buildings, and it is better to have them in the town centre. Access is key.

ACTION: JR to arrange a presentation to Full Council about enterprise centres.

JR suggested a survey is carried out through the Chamber of Commerce but ideally a possible location for the centre is needed first.

ACTION: RH to relay to consultant that the original text of 7.2E is preferred.

It is thought that Hungerford has a good supply of play areas and a 3G pitch is being installed.

ACTION: TC to contact the Youth & Community Centre and football, rugby, cricket and tennis clubs for feedback to inform section 8 of the plan.

5. **Review the timeline** – We will be aiming for a public consultation in September.
6. **Availability of grant** – The Locality funding for this financial year is still not available on the website. DG has spoken with B Lyttle at WBC about the availability of Locality Funding. It is still yet to be agreed. BL is planning control so he should be able to take action.
ACTION: TC will speak with our consultant about invoicing and where we stand with costs going forward.
7. **Any other correspondence - None**
8. **Next meeting date -Wed 19th July 2023, 7pm. The Hub.**

Meeting finished at 8.30pm