

**Minutes of Grafton Parish Neighbourhood Planning Meeting held at Thatched Barn,
Wilton on Monday 24 April 2023 at 19:30 hours**

Item	Topic and Actions
	<p>Attendees: Mr Richard Pash (Chair), Mr Edward Nelson, Mr David Lemon, Mr Mike Hatherell. Members of the Public: Mrs Emma Dawney, Mrs Ellen Harris, Mr Bill Clemence, Mr Peter Lemon. Apologies for absence: Mr George Hosier.</p>
1.	<p>Matters arising from Neighbourhood Planning Meeting held on 6 March 2023: The minutes of the meeting were approved.</p>
2.	<p>Overview Neighbourhood Plan Policies: Mr Pash covered a number of general updates regarding progress of the Neighbourhood Plan.</p> <p>A set of local design principles were discussed and received support: (1) Reflect local rural character of the area, (2) Respect the form, layout, materials, siting, height, scale and design of the adjoining and surrounding buildings, the setting and countryside, (3) Enhance the local character and environment at an appropriate scale, avoiding in-filling, (4) Achieve high environmental and energy standards, (5) Retain and enhance existing landscape features and (6) Be designed to comply with Building for Life Principles</p> <p>Action: Mr Pash to incorporate local design principles into the Housing Allocation Policy</p>
3.	<p>Housing Allocation Policy – review and discussion</p> <p>Review of Housing Allocation Policy Mr Pash and Mr Clements reviewed the policy in detail with the group. The policy was approved. The selection criteria (Appendix 2) were approved, with amendments incorporated. The Communication (Appendix 4) was approved.</p> <p>Matters arising from discussions with Wiltshire Council: Mr Pash wrote to Wiltshire council following his information request (December 2022) to ask for update on the local housing needs survey being run by the council. As no answer was forthcoming the steering group agreed a housing allocation range of 15-30 houses would be proposed as part of the call for sites.</p> <p>Action: Mr Pash and Mr Clements to proceed with the activity for the call for sites and to update on the progress with information request at the next Neighbourhood Planning meeting.</p>
4.	<p>Progress of Grant Application: Mr Nelson explained that any money from the 2022/3 grant not spent by March 31st would need to be returned to Wiltshire Council. A further grant application will be made for financial year 2023/4 to cover expenses, mainly costs for Andrea Pellegram.</p>
5.	<p>AOB - Bike Repair Stands. These were offered through PCAP and given the plan to develop cycle lanes in the parish, the group expressed an interest. PCAP will include Bike Repair Stands in the planned application for grant funding from GWR. The installation of the first stand will be progressed through the Pewsey Area Board and learnings taken for the implementation at other locations.</p> <p>Dates for Neighbourhood Planning Meetings: An additional meeting for 2023 was agreed as May 23rd to allow review of remaining policies. Remaining meeting dates for 2023 are therefore: 23 May, 26 June, 21 August, 23 October, 18 December.</p>
	<p>Other business: It was noted that the group still needs a Secretary for Neighbourhood Planning. Volunteers for this role would be gratefully received.</p>

Next Grafton Neighbourhood Planning Meeting: 23rd May 2023 at 19:00, Thatched Barn, Wilton

Contact: clerk@graftonparish.com
website: www.graftonparish.com