

**Minutes of Grafton Parish Neighbourhood Planning Meeting held at Thatched Barn,  
Wilton on Monday 6 March 2023 at 18:00 hours**

Item	Topic and Actions
	<p><b>Attendees:</b> Mr Richard Pash (Chair), Mr Edward Nelson, Mr David Lemon, Mr Mike Hatherell,  <b>Members of the Public:</b> Mrs Emma Dawney, Mrs Ellen Harris, Mr Bill Clemence, Mrs A Pellegram  <b>Apologies for absence:</b> Mr George Hosier, Mr Peter Lemon.</p>
1.	<p><b>Matters arising from Neighbourhood Planning Meeting held on 16 January 2023:</b> The minutes of the meeting were approved.</p>
2.	<p><b>Draft Neighbourhood Plan Policies:</b> Mr Pash gave an overview of the 7 proposed policies being pursued but the Neighbourhood Planning group and supported by the Parish Council:</p> <ul style="list-style-type: none"> <li>• Community Infrastructure Policy – owner Mr Pash</li> <li>• Local Green Space Policy – owner Mr Hatherell</li> <li>• Housing Site Allocation Policy – owner Mr Clemence</li> <li>• Sustainable Transport Policy – owner Ms Harris</li> <li>• Energy – owner Mrs E Dawney</li> <li>• Economic Development Policy – owner Mr Pash</li> <li>• Dark Skies Policy – owner Mr Nelson</li> </ul> <p>Feedback from the group was incorporated, to refine the scope of each policy. In addition, the NP group reviewed the Housing site allocation policy in more detail. Members were generally supportive of the approach to the policy, discussion focussed on the screening criteria and requirements for affordable housing.</p> <p>Members reported positive progress being made on each of the policies.</p> <p><b>Action:</b> All members to check agreement with the screening criteria in the Housing Site Allocation Policy. Policy owners to update on progress of their policy at the next meeting on April 24<sup>th</sup> together with Andrea Pellegram to agree next steps on development of each policy area.</p>
3.	<p><b>Matters arising from discussions with Wiltshire Council:</b> Mr Pash wrote to Wiltshire council with an information request relating to the proposed policies above. As part of the discussion on Housing Site Allocation Policy, he agreed to write again to ask for update on the local housing needs survey being run by the council.</p> <p><b>Action:</b> Mr Pash to update on the progress with information request at the next Neighbourhood Planning meeting.</p>
4.	<p><b>Progress of Grant Application:</b> Mr Nelson explained that any money from the 2022/3 grant not spent by March 31<sup>st</sup> 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><b>Dates for Neighbourhood Planning Meetings:</b> Meeting dates for 2023 are proposed as 24 April, 26 June, 21 August, 23 October, 18 December.</p> <p>In general - dates are proposed to be the Monday two weeks before Grafton Parish Council Meeting, so that matters from the NP meeting can be brought for approval.</p>
	<p><b>Other business:</b> 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: 24<sup>th</sup> April 2023 at 19:30, Thatched Barn, Wilton**

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