

**Minutes of Grafton Parish Neighbourhood Planning Meeting held at Thatched Barn,  
Wilton on Tuesday 29 August 2023 at 19:30 hours**

Item	Topic and Actions
	<p><b>Attendees:</b> Mr Richard Pash (Chair), Mr Edward Nelson, Mr Mike Hatherell, Mr George Hosier.  <b>Apologies for absence:</b> Mrs Ellen Harris, Mr Bill Clemence. Mr David Lemon, Mrs Emma Dawney, Mr Peter Lemon.</p>
1.	<p><b>Matters arising from Neighbourhood Planning Meeting held on 4 July 2023:</b> The minutes of the meeting were approved.</p>
2.	<p><b>Housing Allocation Policy – applications received:</b> Mr Pash explained the Call for Sites closed on July 28<sup>th</sup>. As a result of this, a number of proposals for residential development had been received together with one proposal for business development. It was agreed that all proposals would pass to the review and assessment process for the sites, supported by planning consultant Andrea Pellegram.</p> <p>The site allocation methodology can be found on this link: <a href="https://graftonparish.com/wp-content/uploads/2023/05/Grafton-NP-Housing-Allocation-Policy-030523.pdf">https://graftonparish.com/wp-content/uploads/2023/05/Grafton-NP-Housing-Allocation-Policy-030523.pdf</a></p> <p>Each application was acknowledged by email by the Parish Clerk. Mr Pash explained that an update to this effect would be brought to the Parish Council meeting on September 4, and an assessment of the proposals brought to the Neighbourhood Planning meeting on October 23<sup>rd</sup>.</p> <p>Mr Pash explained that following the meeting on October 23<sup>rd</sup> a SEA Screening Opinion would be requested from Wiltshire Council, and Environmental Report requested from AECOM to support the assessment of the sites. The Steering Group will then use this input for further consideration of which sites to progress.</p> <p>Action: Mr Clements and Mr Pash to share the Housing Allocation policy assessment for discussion at the next meeting</p>
3.	<p><b>Review of Remaining Draft Policies:</b> Mr Pash explained that a draft of the Grafton Neighbourhood Plan is being prepared, based on the policies discussed by our group and working with Andrea Pellegram. This will be shared at the meeting on October 23<sup>rd</sup> to be considered by the group.</p> <p><b>Action:</b> Mr Pash to present an update at the next meeting.</p>
4.	<p><b>Grant Funding – position:</b> Mr Nelson reported that grant funding had been approved for the 2023/4 financial year (delayed from April) of £8760 to cover expenses related to the development of the neighbourhood plan.</p> <p><b>Action:</b> Mr Nelson to provide an update at the next meeting if required.</p>
5.	<p><b>AOB:</b> Remaining meeting dates for 2023 are: 23 October, 18 December.</p> <p>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: Monday 23<sup>rd</sup> October 2023 at 19:30, Thatched Barn, Wilton**

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