

**Minutes of Grafton Parish Neighbourhood Planning Meeting held at Thatched Barn,  
Wilton on Monday 23 October 2023 at 19:30 hours**

Item	Topic and Actions
	<p><b>Attendees:</b> Mr Richard Pash (Chair), Mr Edward Nelson, Mr Mike Hatherell.  <b>Members of the Public:</b> Mr Bill Clemence.  <b>Apologies for absence:</b> Mrs Ellen Harris, Mr David Lemon, Mrs Emma Dawney, Mr Peter Lemon, Mr George Hosier.</p>
1.	<p><b>Matters arising from Neighbourhood Planning Meeting held on 29 August 2023:</b> The minutes of the meeting were approved.</p>
2.	<p><b>Housing Allocation Policy – applications received:</b> Mr Pash and Mr Clements shared a summary of the proposals brought for residential and business development as a result of the call for sites.</p> <p>An assessment for each application had been made, supported by planning consultant Andrea Pellegram. 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>  As first review of the assessment was made by the group for each application.</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 updated Housing Allocation policy assessment for discussion with the screening opinion and Environmental report, once available.</p>
3.	<p><b>Review of Draft Grafton Neighbourhood Plan:</b> Mr Pash shared the first draft of the Grafton Neighbourhood Plan, based on the policies discussed by our group and working with Andrea Pellegram. The group supported the direction of the document and agreed to progress the work further for the next meeting. The different parts of the policy are in development with the members of the group. The revised version of the plan will be discussed at the meeting on December 18<sup>th</sup>.</p> <p><b>Action:</b> Mr Pash together with owners of each policy to discuss the document at the next meeting.</p>
4.	<p><b>Grant Funding – position:</b> Mr Pash reported that Mrs Pellegram had submitted an invoice for her work on the Housing Allocation Policy and Neighbourhood Plan document for payment. He explained that he had written been to Wiltshire Council about funding to support policies in the Neighbourhood Plan.</p> <p><b>Action:</b> Mr Nelson and Mr Pash to provide an update at the next meeting if required.</p>
5.	<p><b>AOB:</b> Remaining meeting dates for 2023 are: 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 18<sup>th</sup> December 2023 at 19:30, Thatched Barn, Wilton**

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