

**Minutes of Grafton Parish Neighbourhood Planning Meeting held at Thatched Barn,  
Wilton on Monday 28 April 2025 at 19:30 hours**

Item	Topic and Actions
	<p><b>Attendees:</b> Mr Richard Pash (Chair), Mr Edward Nelson, Mr Mike Hatherell, Mr David Lemon, Mr George Hosier together with <b>Members of the Public:</b> Mrs Ellen Harris, Mr Bill Clemence, Mr Peter Lemon.</p> <p><b>Apologies for absence:</b> Mrs Emma Dawney, Mr Jonathan Lyle.</p>
1.	<p><b>Matters arising from Neighbourhood Planning Meeting held on 16 December 2024:</b> The minutes of the meeting were approved. Mr Pash explained that the meeting planned for 24 February 2025 had been cancelled while waiting for Wiltshire Council to progress actions.</p>
2.	<p><b>Update on discussions with Wiltshire Council:</b> Mr Pash explained that the Neighbourhood Plan had been submitted to Wiltshire Council on 18 December 2024. They asked their Ecologist for a screening opinion (which was delivered on March 30<sup>th</sup>) and issued this out to the statutory consultees of the Strategic Environmental Assessment. This further consultation would run until 5th May 2025. Mr Pash explained that during this time, he had been preparing for the Section 14 Consultation. He circulated the materials and proposed approach on April 21st for discussion by the steering group.</p> <p><b>Action:</b> Mr Pash to share the outcome of the Wiltshire Council work at the Parish meeting on May 12th.</p>
3.	<p><b>Approach to Section 14 Consultation.</b> Mr Pash shared (1) the proposed email for statutory consultees (2) Proposed Google survey to issue to members of the parish (3) Proposed advert to be printed and published on the notice boards, printed in the community news, used on our website. He proposed the dates for the Section 14 consultation to be May 19th to June 30th 2025. He explained the proposed approach for approval at the Parish Council meeting on May 12<sup>th</sup>: (a) to publish the Neighbourhood Plan on our website together with the link to the survey; (b) the parish clerk will issue emails on May 19th to the email address list; (c) to print the advert and put on the parish notice boards in each village; (d) to send the advert and link to all the village WhatsApp addresses; (e) to publish on the front page of our community news, which is delivered by hand to all addresses in the parish; (f) to print paper copies of the plan and made available to anyone who requests them; (g) to keep a record of responses and our response to them.</p> <p>The group were in support of the documents and proposed approach. Mr Clemence agreed to keep a paper copy at the Swan and to collect any completed printed surveys.</p> <p><b>Action:</b> Mr Pash to bring a summary of the outcome of the Section 14 Consultation to the next meeting.</p>
4.	<p><b>Budget – position:</b> Mr Nelson explained that at the end of 2024/5 financial year that £50 remained unspent from our grant. He explained that once grants were available in FY 2025/6 that he would apply for a further grant to support the work by Andrea Pellegram Ltd</p> <p><b>Action:</b> Mr Nelson to provide an update at the next meeting.</p>
5.	<p><b>AOB:</b> Meeting dates for 2025 are 23 June, 1 September, 1 November, 15 December.</p> <p><b>Rolled action for the next meeting:</b> Mr Lemon to summarise the actions taken by the parish to improve flood and climate resilience and to bring for discussion at the next meeting.</p>

**Next Grafton Neighbourhood Planning Meeting: Monday 23<sup>rd</sup> June 2025 at 19:30, Thatched Barn, Wilton**

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