

Sturminster Marshall Neighbourhood Plan

7.30pm Tuesday, 4th May 2021

Zoom Meeting

Steering Group Minutes

Present: Mr J Quick, Cllr S Cade, Cllr Palmer, Cllr Gerry, Cllr J Jackson, Cllr M Steel, Mr S Morris, Cllr Fookes and Mr R Daniels

Also present: Mrs A Clothier (Clerk),

1. Apologies

1.1 Ms J Scotton and Ms J Witherden gave their apologies and these were accepted by the committee.

2. Declaration of Interests

2.1 No changes.

3. Minutes of previous meeting

3.1 The minutes of the previous meeting on 6th April 2021 were circulated prior to the meeting. These were approved.

3.2 Matters arising:

*Action 4: Cllr Cade to investigate Emissions Survey with Environmental Health - **ongoing***

*Action 3: Clerk to arrange site walk through with Dorset Highways – **awaiting a response from Mr Adams.***

*Action 4: Group to start assessing locally important buildings - **complete***

*Action 1: Clerk to ask Mr Reece about detailed site plans deadline – **complete. Mr Reese had no knowledge of any additional information being required.***

*Action 2: Ms Witherden to give feedback on Traffic and Transport Survey and Footpath, Cycleway and Walkway Survey - **ongoing***

*Action 3: Cllr Cade to organise meeting of sub group to assess buildings - **complete***

*Action 4: Chair and Clerk to submit funding request - **ongoing***

4. AECOM Site Assessments – draft report

4.1 The sites at Jubilee Cross have been queried with the landowners to ensure that the site boundaries are correct. The report makes it clear which parts of the sites would be suitable and which would not. Dorset Council have not allocated land at Jubilee Cross.

4.2 There was a discussion regarding what comments were appropriate at this stage. It was questioned whether the report had been thorough enough and whether some of the conclusion of the report could be challenged. It was concluded that the AECOM report is one of the tools that will be used to select sites, alongside consultation with Dorset Council and the public. AECOM are giving an independent, professional assessment of the sites. The merits of individual sites will be considered at a later date but the focus of this exercise is to ensure that the report is factually correct. A schedule of comments had been prepared and this would be circulated to the group before it was sent to AECOM.

5. Local Greenspace Study

5.1 The report needs to be consistent in the way in which all sites are dealt with. Therefore, a species list is needed for Walnut Tree Field. The remaining sites are recreational grass.

6. SEA

6.1 The group had received comments from the statutory consultees. The Environment Agency have emphasised the need to deal with flood risk but Historic England and Natural England wanted to know the sites that would be allocated. The Environment Group will consult with Ms Witherden to see what the next steps are. A group meeting will be organised.

7. Traffic and Transport Survey

7.1 This is on hold pending guidance from Ms Witherden. The traffic surveys will be carried out in September and the Clerk to investigate the A350 surveys.

8. Footpath, Cycleway and Walkway Survey

8.1 As above

9. Locally Important Buildings Survey

9.1 All properties in the Conservation Area have been removed from the list as this offers some level of protection. The list is still very long and needs to be worked through with a set of criteria. The cobb walls at Reeves Orchard and Bartons Ground need to be looked at. A working group meeting was suggested after the 17th May.

10. Grant Funding for 2021/22

10.1 The grant funding needs to include the Planning Consultant fees as well as the Options consultation and the Presubmission Consultation. Also need to consider technical packages for Design and the SEA.

Action 4: Chair and Clerk to submit funding request

11. Preparation for Options Consultation

- 11.1 The dates for the consultation were discussed and it was concluded that it could run from 5th July to 30th July pending guidance on any minimum length that the consultation should last. This would include an open event alongside an online consultation. It is emphasised that the public needed to be presented with ideas and not asked more questions. There was a suggestion that the group go to another Neighbourhood Plan event to look at other examples of this stage of consultation.
- 11.2 A question was asked about how land owners would be engaged and whether this engagement should happen before the public consultation commences. This would be investigated with Ms Witherden.

12. Task and Finish Groups

- 12.1 Due to the Government ruling on virtual meetings not being permitted from the 7th May and due to the COVID restrictions in place the Steering Group is unable to hold a formal meeting until the 21st June. The following groups were proposed to meet informally to progress work until the Steering Group is able to meet face to face.

Topic	Lead
Public Consultation	John Quick
Traffic and Transport	Steve Gerry
Local Green Space/SEA	Roger Daniels
Locally Important Buildings	Sonia Cade
Grant Funding	John Quick

13. Date of next meeting

Next Meeting: Tuesday, 22nd June 2021 at 7.30

The meeting ended at 8.52pm