

# Sturminster Marshall Neighbourhood Plan

7.30pm Tuesday, 13<sup>th</sup> January 2022

On Zoom

## Steering Group Minutes

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

Also present: Mrs A Clothier (Clerk), Ms J Witherden

### 1. Apologies

1.1 Cllr M Steel gave her 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 8<sup>th</sup> December 2021 were circulated prior to the meeting. These were approved.

*Action 1: Ms Witherden to look at consultation report and provide feedback. **Complete***

*Action 2: Mr Daniels to contact statutory consultees regarding the potential bridge. **Complete and responses circulated. There are no issues in principle but further investigations needed.***

*Action 3: Cllr Fookes to draft letter to occupiers of Locally Important Buildings. **Ongoing.***

*Action 4: Clerk to question the requirement for a new primary school. **Complete and response received.***

*Action 5: Mr Quick to contact the author of the Bridge article. **Complete***

*Action 6: Add Plan Drafting to the next agenda. **Complete***

### 4. Options Consultation

4.1 The report has been drafted and circulated to the group. Any comments to be sent to Ms Witherden as soon as possible.

### 5. SEA Scoping Report

5.1 This project is on hold until the policies are formed.

## 6. Undesignated Heritage Assets

- 6.1 The letter to the occupiers of the selected buildings has been drafted but not sent out. The work carried out so far will be useful to the Master Planning team. There are features that have been highlighted on the existing buildings that can feature in the new designs e.g. types of windows. There are other structures that will be worthy of being on the list – such as Cobb walls and the Churchill Close configuration of housing. It was noted that the design character assessment will also pick this up.

## 7. Master Planning

- 7.1 A meeting was held with AECOM on the 13<sup>th</sup> January and they have asked for an information pack from the group, which the Clerk will provide. Site visits will take place in early February. They would like to engage with the public on this, which is something that could be done in advance of the Local Plan consultation. The Master Planning package will take 4-5 months to complete. The work carried out will give additional information with which to respond to the Local Plan consultation in May.

**Action 1: Clerk to provide AECOM with information pack.**

## 8. Stour Valley Park Meeting

- 8.1 The meeting regarding the bridge is still be arranged.

## 9. Plan Drafting

- 9.1 The format for the draft of the Neighbourhood Plan was discussed and it was concluded that the framework may include:

- Introduction
- Parish Information
- Topic Based Chapters
- Sites

- 9.2 Ms Witherden highlighted that there is no specific format required although Examiners have picked up lack of monitoring as an issue in some Plans. The policies need to be differentiated from the text. It was agreed to start with a series of Chapter Headings and Sub Headings and then find out what further information is needed. The subject matter will be similar to the options consultation.

**Action 2: Mr Quick to draft a framework**

## 10. Advertising for assistance with the Neighbourhood Plan

- 10.1 An article asking for help with the Neighbourhood Plan would be put in the Bridge magazine. Some individuals have been approached for help with specific chapters. Mr Quick and Mr

Daniels to meet with the organiser of the 'Not just a Village' campaign to discuss collaborative working.

- 10.2 There was a discussion regarding the BCP issues and options consultation which has been published with two sets of options for housing numbers. If the alternative housing figures are opted for this would mean that Dorset Council would not need to accommodate as much of BCP's need as thought. It is not known at present how Dorset Council will react to the proposed figures in the reports.

**Action 3: Clerk to produce a final record of the discussions between the Neighbourhood Plan Team and Dorset Council.**

**Action 4: Ms Witherden to look at the programme for the next meeting.**

## 11. [Date of next meeting](#)

Next Meeting: Tuesday, 8<sup>th</sup> February 2022 at 7.30pm.

The meeting ended at 8. 52pm