

**Malmesbury Neighbourhood Planning Forum – 08-12-11 – Draft Minutes
8th December 2011, 6.30pm at Malmesbury Town Hall.**

In attendance:

Simon Killane	Wiltshire Council	SK
Patrick Goldstone	Malmesbury Town Council	PG
Phil Rice		PR
Charles Vernon	Malmesbury & District Conservation Group	CV
Paul Baker	Malmesbury & District Chamber of Commerce	PB
Alistair Cunningham	Wiltshire Council	AC
Georgina Clampitt-Dix	Wiltshire Council	GCD
Bill Sykes	Residents' Association	BS
Tristan Cork	Malmesbury Primary School	TC
John Thompson	Wiltshire Council and Area Board	JT
Julie Exton	MVCAP	JE
Barry Error! Reference source not found.	Civic Trust	
	BD	
Mark Wilkins	Charlton Parish Council	MW
Tim Farfield	St. Joseph's Primary School	TF
Bob Tallon	Brokenborough Parish Council	BT
Roger Budgen	Malmesbury St. Paul Without Parish Council	RB
David Grogan	Primary Care Centre	DG
Francis Goldstone	River Valleys Trust (arrived late)	FG
Ruth Jeffrey	Minute Taking	

The meeting was opened by SK, followed by the election of a Chair. JT proposed SK, seconded by RB. This was the only seconded proposal, so SK was elected as Chair.

Apologies:

Gareth Brown - Youth Centre
Dyson
Malmesbury Secondary School
Athelston House Care Home

Terms of Reference

A draft was put forward for approval. SK asked whether everyone was happy with the list of organizations represented. All were in agreement that the current membership is broadly appropriate and accepted, including the addition of a youth representative, Gareth Brown who is happy to get involved, along with a High Street representative from JM Forss, who has been invited and Dyson.

It was recognized that people on the forum could represent more than one group and should clarify who they are representing on the Forum.

Action for next meeting - All to clarify which organisation they will be representing.

It was agreed that Charlton Parish Council, as an adjoining Parish Council will receive minutes of all meetings but not be obliged to attend.

Overview of The Prince's Foundation and their work with Front Runners

SK gave an overview of the Front Runner scheme as the pioneers of Neighbourhood Planning, with the financial support of the government. The Prince's Foundation (TPF) is one organisation that can assist. They are willing to help and it's free.

A representative, Mark Greaves, from The Prince's Foundation met with SK and GCD recently and toured the area. A proposal has since been put forward by TPF. The key issues list is not set in stone and can be amended if something is found to be missing. The list is indicative and issues will be identified through the workshops with community stakeholders.

TPF will approach from a 'pure planning' approach, not taking into account any existing applications and will provide recommendations based on the area in its current form.

Findings may encompass a broader spectrum than that which may be relevant to the NP, which is about planning issues, transport and connectivity and there would be no obligation to use their findings.

The timeline of TPF's work would tie in with the Core Strategy and NP.

A vote was called to support TPF study, which received unanimous support.

GCD to invite TPF to talk to the group as the next step.

Future Meetings

It was agreed that meetings would continue to be held in the Town Hall.

It was agreed that any minor costs incurred, e.g. expenses involved with TPF workshops will be covered by the £20k Front Runner funding and in kind support would be sought where possible, e.g. venues.

The next meeting date has yet to be determined, as it will depend on the availability of TPF.