

Steering Group (SG)

Minutes of meeting on 14 December 2021

Members Present: David Wilson (DW), Chris Stanway (CS), Jamie Hobson (JH), John Wells (JW), Kate O'Connor (KO), Atiqul Hoque (AH), John Farquhar (JF), Jeremy Nettle (JN), Margaret Willmot (MW), Nicola Lipscombe (NL), Hans-Dieter Scholz (HDS), Tom Corbin (TC), Annie Riddle (AR), Victoria Charleston (VC).

In attendance: Annie Child (AC), Andrea Pellegram (AP) and Yaroslav Pustarnakov (YP).

Record of Decisions

1. Notice:

- 1.1. Mark Stevens resigned from the Steering Group due to personal commitments. The Chairman and SG thanked Mark for all of his hard work and leadership, and sent him best wishes.

2. Absentees:

- 2.1. Cllr Jo King gave her apologies.
- 2.2. Cllr Atiqul Hoque gave his apologies.
- 2.3. Cllr Jo Broom was absent.

3. Declarations of interest:

- 3.1. There were no declarations of interest.

4. Minutes of the meeting in November:

- 4.1. KO asked to remove 'housing site' from paragraph 6.5 of the previous minutes. SG approved the amendment.
- 4.2. Minutes of the meeting held on [Tuesday 9 November](#) were approved.

5. Chairman's announcements:

- 5.1. SG received a letter from Wiltshire Council (WC) indicating that they are not yet planning to carry out a parking study for Brown Street in Salisbury. SG discussed this news and considered hiring a professional organisation to carry out a parking study.
- 5.2. SG is working with SCC to identify sports provisions in Salisbury.

6. Community Consultation

- 6.1. Between September and November 2021, SG held several public consultations on the proposed housing development sites in Salisbury. Please [click here](#) for more information.
- 6.2. SG are working on the consultation report, which will be available online once it's finalised.
- 6.3. SG discussed holding other public consultations for specific housing sites. More information will be available on the Salisbury City Council website shortly.

7. Update on Strategic Environmental Assessment (SEA) and Habitats Regulations Assessment (HRA):

- 7.1. SG is finalising SEA and HRA. Completing these is essential to ensure that SNDP is compliant with planning regulations.
- 7.2. SG will have to get a screening opinion on SEA and HRA from the local planning authority on screening and scoping. WC may utilise assistance from statutory consultees with the screening process.

8. Place Shaping Priorities:

- 8.1. SG discussed place shaping priorities under WC's Local Plan Review. Please [click here](#) for more information. SG is concerned that WC's document does not reflect SNDP's visions and themes.
- 8.2. AP agreed writing a letter –on behalf of SCC -to WC addressing their concerns. The letter will have to be approved by the SCC Planning Committee before sending.

9. High Streets and Social Infrastructure Grants:

- 9.1. The Locality is preparing a bid for £15K for SNDP SG. SG and SCC discussed using this grant for tree planting strategy in the city centre.

10. Draft Neighbourhood Plan

- 10.1. SG continues to work on the draft SNDP document, which is composed of Part 1 and 2. Part 1 is the summary of SNDP. This part is aimed at the public. Part 2, on the other hand, is a more technical document, which is aimed at planners.
- 10.2. Part 1 has been drafted. It will need to be amended and finalised after Part 2 is completed to ensure that both parts are in synch.

11. Draft Design Guide for Salisbury

- 11.1. SG discussed Draft Design Guide of Salisbury.
- 11.2. SG considered bringing this document in front of SCC Planning Committee for their comments.

12. Neighbourhood Development Order (NDO) updates:

- 12.1. Pre-application documents for Coldharbour Lane have been agreed and sent to WC.
- 12.2. NDO for other sites are currently being worked on and finalised.

13. Update on production matters:

- 13.1. SG discussed matters pertaining to proofreading, design, photographs and maps which will be used in SNDP documents.

14. Any Other Business

- 14.1. SG discussed contacting a developer regarding Churchfields Industrial Estate.
- 14.2. SG discussed a survey for sports provisions in Salisbury.
- 14.3. SG discussed and agreed to give a presentation to Salisbury BID Board regarding SNDP.

15. Matters for the next agenda

- 15.1. Housing.