

Steering Group (SG)

Minutes of meeting on 13 Sep 2023

Present: Hans-Dieter Scholz (HDS), Nicola Lipscombe (NL), Andrea Pellegram (AP), Margaret Willmot (MW), John Farquhar (JF), Cllr Chris Stanway (CS) and Kate O'Connor (KO).

In attendance: Annie Child (AC)

Record of Decisions

1. Absentees:

- 1.1. Cllr Annie Riddle (AR) gave her apologies.

2. Declarations of interest

- 2.1. There were no declarations of interest.

3. Chairman's Update

- 3.1. AC noted that she is leaving the council on 21 Sep 2023. Joanna Wood (JWo) has been appointed at the Interim City Clerk.

- 3.2. AC read the following statement from AR:

*I am very sorry that I am unable to attend this evening's meeting but I have an unavoidable diary clash, as I will be chairing a task group considering what to do about recruiting a permanent replacement for you as city clerk. Since the main business of the SNDP meeting will be purely informative, I would ask you to chair it instead, and to thank the steering group members and Andrea on my behalf for everything they have done to date to get the draft Plan to this stage of submission to Wiltshire Council for final comment. There will necessarily be a lull before the SG need to meet again, but members can rest assured that I will keep them informed as soon as we hear anything back from WC and they should feel free to contact me in the meantime if the need arises
Thanks for your own invaluable help through this whole process.*

4. Update on Regulation 15 docs and their submission to WC

- 4.1. Reg 15 docs passed to WC this week, with many of the amendments as given, but some editorial control has been exercised by AP and AC to ensure documents completed.
- 4.2. AC/JWo to work with WC if no response forthcoming.

- 4.3. AC to recirculate the statement of Basic Conditions and consultation statement – any corrections to be passed AP.

5. Future tasks for the SG

- 5.1. The SG considered the progress made to date. The SG have achieved its aims and **agreed that it would be disbanded**. AP will be able to contact individual should she need support from them.
- 5.2. AC to write with thanks to those listed in the acknowledgements.
- 5.3. AP expressed her sincere thanks for the support and work of the SG and noted that they had done 'a good thing' for their community.

6. Timeline

- 6.1. AP noted that the following formal Reg 15 submission to WC it could take 6 months before examiner's report is issued. There after the referendum will be held with the date determined by WC.

7. Any Other Business

- 7.1. The SG discussed the Local Plan Review and matters arising from it.

8. Next meeting

- 8.1. No further meetings are planned.

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