

Attendees

Bernie Ede	(BE)	
James Hughes	(JH)	
John Parker	(JP)	
Jo Francis	(JF)	
Jo Witherden	(JW)	Planning Consultant
Richard Tippins	(RT)	
Karen Tippins	(KT)	
Richard Thomas	(RTh)	
Simone Markham	(SM)	
William Kenealy	(WK)	
Simon Rutter		(Part of Meeting)
Phil Proctor		(Part of Meeting)

Apologies

Carol Arneborg	(CA)
Jackie Upton King	(JUK)
Mick Hicks	(MH)

1. Review of last Meeting Actions

- o **Action Complete – Inventory of Open Spaces, Locations & Owners** - JP & BE have email'ed an inventory list of Shaftesbury Open Spaces to RT.
- o **Action Complete – Initial Objectives and policies** were email'ed to RT for collation and handing over to Planning Consultant Jo Witherden.
- o **Action Complete – Planning Consultant engaged** – and given Evidence Base information and draft Policies and Objectives. Framework document commenced, completed and distributed to Committee members (Jun '16) for feedback.
- o **Action Complete** – MH & RT reviewed historic section of NHP in Thame and Blandford to see if anything can be used in our NHP – RT reported that nothing could be used from these two NHPs.
- o **Action Ongoing- SM & JUK** currently looking at views, woodland and private land to preserve open spaces around Cann/Melbury Abbas – **(SM & JUK to follow up on this action).**

2. Terms of Reference

- o TOR were adopted by the group in 16th May-12
- o Melbury Abbas & Cann joined into the group in 19th Feb 13
- o Neighbourhood Plan Area was designated by NDDC – Sep 13.
- o Important when go to Referendum to be 'Open and Transparent'; this is why Register of Interest to be completed by all committee members.
- o Register of Interest pertaining to financial benefit from the Neighbourhood Plan preparation or adoption. This may include landholdings in the Neighbourhood

Meeting Minutes – **Shaftesbury, Melbury Abbas and Cann Neighbour Hood Plan**
20th Oct 2016; Location- Shaftesbury Town Hall – Time: 19:00 – 21:00

Plan area contracts or other interests relating to potential development of land/property.

- o Simon Rutter and Phil Proctor were requested to step down from the Steering Committee due to their conflict of interests in a housing development / School/ playing field proposal by their company at Langdale Farm. (both complied)
- o RTh requested the existing TOR, adopted in May-12 were amended to reference Melbury Abbas and Cann.
- o JW, planning consultant, to the Steering Committee that the committee is autonomous and cannot be controlled by either of the Town Councils, that the group has delegated authority to produce the NHP, that the NHP must be signed off by the two councils before going to six week consultation.
- o All agreed.
- o **Action – RT to update existing TOR to reference Melbury Abbas and Cann;**

3. Review of First Draft Neighbourhood Plan

(Refer to action list)

4. Next Steps

- o Aspirational timeline for completion.
 - Draft Neighbourhood Plan by end of 2016
 - Sign off at Councils in Feb-17
 - March-17 go to Consultation
 - Referendum after Public Consultation – May-17
 - 6-9 months to complete – required to appoint an examiner

- o **Action: KT to produce aspirational timeline for completion.**

Dates for next meeting: 17th Nov, 15th Dec 2016

Minutes by
K Tippins
20th Oct 2016