GLASTONBURY
TOWN COUNCIL

Minutes of Neighbourhood Plan Advisory Committee held on 16th May 2024 at 4pm	
Councillors Present	J Cousins, Lokabandhu, P Manning, M Smyth, S Roney-Dougal,
Apologies	L MacDougall
Absent	Cllr I Donfrancesco, Mr P Lund & Mr K Redpath
In Attendance	S Hallam (Committee Clerk)
Public Participation	N/A

1. Election of Chair.

Cllr Cousins was proposed by Cllr Roney-Dougal and seconded by Cllr Lokabandhu. There being no other nominations, was duly elected Chair of the Advisory Committee.

2. Election of Deputy Chair.

Cllr Roney-Dougal was proposed by Cllr Cousins and seconded by Cllr Manning. There being no other nominations, was duly elected Deputy Chair of the Advisory Committee.

3. Terms of Reference

Cllr Cousins advised that the Terms of Reference remained unchanged and were ratified at the Full Council meeting held on 14th May 2024.

4. Apologies for absence.

Apologies were received from Cllr L MacDougall (work commitments) - these apologies were duly NOTED.

Cllrs Donfrancesco, Mr P Lund and Mr K Redpath were absent.

5. To approve & sign as a correct record the minutes of the meeting held 19th April 2024.

Cllr Manning advised that he needs to declare an interest as a Director & Trustee of Beckery Island Regeneration Trust in relation to the Call for Sites.

With the above amendment, the minutes of the meeting held on 19th April 2024 were signed by the Chair as a true record of the meeting.

6. Declarations of interest.

Cllr Cousins – Member of Town Deal Board and Trustee of St Edmunds Community Hall
Cllr White – Member of Town Deal Board
Cllr Roney-Dougal – Trustee of St Edmunds Community Hall, Director of Bushy Coombe Land Trust and Director of Friends of Bride's Mound
Cllr Manning – knows owner of 86 Roman Way (Call for Sites); Member of Glastonbury Town Deal Board; Member of the Board of Glastonbury & Street Chamber of Commerce; Trustee of St Margaret's Chapel; Director and Trustee of Beckery Island Regeneration Trust (Call for Sites); Director of Glastonbury Community Development Trust; Non-Executive Director of South West Mutual; Member of Glastonbury Conservation Society and Glastonbury Antiquarian Society
Cllr Smyth – Chair of Common Moor Allotment Society and Member of Glastonbury Conservation Society.

7. Update on Actions from last meeting.

1) The Committee has looked at the sites which have been assessed against our Vision & Objectives and come up with ideas/mitigating factors. The decision on which sites (if any) the Committee is going to put into the Plan will be discussed at this meeting.

2) Committee Clerk has set up a Shared Folder to allow the Committee to view the spreadsheet from Plan-Et together with photographs and any other relevant documents.

3) Committee Clerk is now attaching the NP "Vision & Objectives" when sending out the Agenda for future meetings.

4) Plan-Et has sent through a draft a Vision & Objectives Survey for consideration. The Committee understands that there is no additional cost from Plan-Et for putting together the Survey, but we will have to pay for the printing and distribution. Committee Clerk will double check this with Plan-Et as there was some confusion over whether there is an additional charge.

5) Cllr Roney-Dougal advised that the Committee's recommendation to give a small thank you gift of £50 each to David Greenway and Kevin Redpath as acknowledgement for taking the photographs specially for the Neighbourhood Plan was approved. The Committee Clerk will arrange for this to be actioned.

8. Committee to discuss the Call For Sites / Assessment from Plan-Et.

The Committee went through the Call for Sites one-by-one, as below:-

1. 86 Roman Way (3 homes)

   The Committee felt this site was too small to be considered.

2. Back of Sparks Yard (32-53 homes)

   The Committee were in agreement that this site is suitable as the Somerset Highways yard in front of it is earmarked already for housing and access could be through there. It will not impact on the view of the Tor as it is hidden behind the industrial yards.

3. Beckery Old Road (8-12 homes)

   The Committee were in agreement that this site is suitable to be put into the Plan for affordable housing. Cllr Manning declared an interest as he is Director/Trustee of Beckery Island Regeneration Trust, but is happy for it to go into the Plan for affordable housing.

4. Candlelight Housing (8 -10 homes)

   The Committee were in agreement that this site could go into the Plan, but are concerned about the parking and access as the site is small.

5. Higher Actis (13-20 homes)

   The Committee had mixed feelings about this site, as it is a special landscape feature, but did feel it could be a good site for low impact affordable housing.

   Cllr Smyth objected to this site being put forward and abstained from the vote.

6. Pear Tree Farm (15-25 homes)

   The Committee were in agreement that this site is not suitable to go into the plan. It is too far into green space and any development will have a significant negative traffic impact.

7. East of Middle Drove (72-120 homes)

   The Committee were in agreement that this site is not suitable to go into the plan. It is in flood zone 3, outside of the development boundary, and too far into the countryside and not suitable for housing.

8. Parsons Farm (63-105 homes)

   The Committee were in agreement that this site may be appropriate for development, provided it is a low impact/eco housing site. It was agreed that the Committee would speak with Plan-Et about how to make this location a Rural Exception Site specifically for low impact/eco housing.

   The final list of suitable sites for our Plan are:-

   1. Sparks Yard (32-53 homes)
   2. Beckery Old Road (8-12 homes)
   3. Higher Actis (13-20 homes)
   4. Candlelight Housing (8-10 homes)

9. Draft Vision & Objectives Survey

A general discussion took place regarding the draft survey and questions were raised about:

1. Age range, members felt that the survey should be for ages 12 years and above.
2. Maybe have an under 12s' version.
3. Two of the photographs should reflect 1) a residential and 2) a commercial development.
4. Various changes to the wording.

It was therefore agreed that the Committee would read and digest it and come up with any changes that can be discussed with Plan-Et.

10. Actions.

1. Committee Clerk to sort out the £50 thank you gifts for David Greenway and Kevin Redpath as acknowledgement for taking the photographs specially for the Neighbourhood Plan.

2. Committee Clerk to send the recommended sites to Plan-Et.

3. Committee Clerk to ask Plan-Et about how to get our Plan to be formally an emerging plan.

4. Committee wishes to discuss with Plan-Et at next meeting about Parsons Farm being an Exception Site.

5. Committee to speak with Plan-Et about any changes/recommendations for the Vision & Objectives Survey.

11. Any Other Business

Cllr Cousins stated that we need to undertake research into low impact, eco / stilt housing for future Neighbourhood Plans looking at innovative design.

12. Date of Next Meeting

Committee Clerk to speak with Plan-Et and choose a mutually convenient date to meet.

SIGNED:	**DATE:**