



Minutes of a meeting of CNPSG held on Thursday 7th March 2024 in the Council Chamber

Present: Pat Lunt (PL), Diane Butler (DB), Jan Nathan (JN), Gail Coleshill (GC), Kathy Head (KH).

In attendance: Katharine Sheehan (KS) (Town Clerk).

1. Apologies

Apologies were received from Simon Woodland (SW).

2. Declarations of interests

There were no declarations of interest.

3. Minutes of the meeting held on 30th January 2024 and matters arising

The minutes of the previous meeting were AGREED without change.

Matters arising were either all dealt with or listed on the agenda. KS asked if anyone was going to Yeovil in the next few weeks, she would be grateful if the banners could be collected from the printers.

4. To receive an update on:

- a. Application for Housing Needs Assessment technical support funding and to note 'kick off' meeting date of 13.03.24.
- b. Application for Design Code technical support funding and consider local expertise for involvements in the site visit planned for 10.04.24.

PL noted that both the applications for technical support had been successful. He had held an initial meeting with KS and the Aecom consultants regarding the Design Code package, members of the Steering Group were invited to dial into the initial meeting with consultants regarding the Housing Needs Assessment package on 13th March, which would give an overview of what was involved, and a timescale.

A site visit to Crewkerne was planned for 10th April with the Aecom consultants, this would look at the town's architectural vernacular styles and materials and the relationships between existing 'spaces' in the town. Some discussion took place regarding current and past design styles and precedents and how this could relate to new legal standards e.g. pavement widths. KH noted that she had recently attended a meeting about Active Travel, and there had been a level of acceptance that cycle path provision in the town should be looked at differently due to the constrictions of the road layout.

In terms of the site visit, it was suggested that anyone interested should meet at Town Hall at 10am on the day. PL and KS would accompany the team all day, with KH and JN providing support in the town centre in the morning part of the day. A vehicle would possibly be required for the peripheral areas of town in the afternoon. Key areas to cover in the afternoon would be Kithill, Park View, Wadham Park, Kingswood Drive, Scutchings Lane.



5. To review skeleton Neighbourhood Plan

PL noted that he had started fleshing out the skeleton draft of the Plan. After discussion it was decided to organise a stand-alone session for Steering Group members to concentrate on this. GC raised concerns about giving protection to existing large employers through the plan – some discussion took place about possibly visiting and/or writing to key employers to gain valuable feedback. A plan review session was arranged for 3-5pm, Council Chamber, Tuesday 12th March.

6. Written evidence base: to collate written evidence to support policy development/ to review topic papers written by members of the Steering Group.

This would also be discussed by Steering Group members on the 12th March.

7. Funding Update from the Town Clerk

KS reported that the majority of the funding had now been used and a small amount would need to be returned to Locality by 31.3.24.

ST would invoice for the remainder of his identified time. No update had yet been received from Locality about further funding in 2024.

8. Items for the next meeting

TBC.

9. Date of the next meeting - TBC.