



Minutes of a meeting of CNPSG held on Tuesday 23rd April 2024 in the Council Chamber

Present: Pat Lunt (PL), Diane Butler (DB), Jan Nathan (JN), Gail Coleshill (GC), Simon Woodland (SW).

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

1. Apologies

Apologies were received from Kathy Head (KH).

2. Declarations of interests

There were no declarations of interest.

3. Minutes of the meeting held on 7th March 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.

4. To receive an update on:

a. Housing Needs Assessment (HNA)

b. Design Code visit

PL reported that following an initial online meeting with the consultant, the Housing Needs Assessment was underway. This was predominantly a desktop exercise by Aecom, using existing datasets resulting in a draft document for the Steering Group to review in the coming months.

The Design Code consultants had visited Crewkerne on a wet morning at the beginning of April. The town had been tackled in two halves, north and south and the consultants took lots of photos as well as details on various developments to get a feel for the town, but would now write up the Code based on their own independent assessment.

5. To review proposed 'Character Areas' scoping document from the Design Code consultants.

The Steering Group reviewed the draft documents, the written introduction was accepted without change. The following comments and changes were made in respect of the proposed Character Areas:

CA1 - should include all of Severalls Avenue.

CA2 – please see comments on Broadshard.



CA3 – Broadshard – the northern part is correct, but could the southern part join CA2, with the cut-off point being the Ashlands Road junction? The bottom 'dog leg' of CA3 they feel belongs in CA1.

CA4 – the area is accepted but could the name be Curriott Hill instead of Curriott?

CA5 – Kithill - accepted as is.

The Town Clerk was asked to relay these comments to the consultants.

6. To review skeleton Neighbourhood Plan

The Steering Group had spent two sessions review the skeleton plan, members now had areas to populate, including lists of community groups, photos, maps etc. Once available these should be sent to PL for inclusion in the working draft.

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

This was noted as ongoing and the Town Clerk was asked to recirculate the early advice from the planning consultant provided regarding writing topic papers.

8. Funding Update from the Town Clerk

KS reported that £35.01 of the grant for this funding period had been repaid to Locality as unspent before 31.03.24. No news had been received regarding the next funding window.

9. Items for the next meeting

Any updates from either the Housing Needs Assessment or Design Codes.

Review of topic papers.

10. Date of the next meeting – Tuesday 4th June 6.30pm.