

**MINUTES**  
**BECKINGTON NEIGHBOURHOOD PLAN**  
**STEERING GROUP MEETING**  
**4 June 2024**

**Present:**

Chair - Sue Shipley (SS)	External Communications - Debs Byrne (DB), Clive Winterbourne (CW)
Vice Chair - Sue Wonnacott (SW)	
Project Planning - Mel Usher (MU)	Design Codes and LCA – Paula Fox (PF)
Finance - Andrew Tyler (AT)	Secretary - Ben Richards (BR)

**Apologies:** Sarah Ball (SB), Jo Hole (JH), Laura Parry (LP), Alex Richards (AR), Jennie Tyler (JT)

**1. Minutes of last meeting, 8 May 2024**

- No amendments were raised and the minutes were approved.

**2. Actions arising from last meeting**

- Consultation and Engagement Plan. LP is requested to send the proof document to AR for posting on the NP website.
- Stakeholders List. AR had advised that this would be complete before the next meeting.
- The winner of the Survey draw had been contacted and had donated the prize to the village playground fund.

**3. Residents' Survey**

- SS updated on progress of the analysis of the survey results. Next step is to produce a master document to act as an evidence base with a shorter summary version for distribution to residents. The latter will be delivered to each property and available on the website. MU had conducted a separate analysis of general comments submitted. He circulated an initial draft for comment. **Action: BR to email the survey results to all SG members.**

**4. Evidence Generation Update**

- Housing Needs Assessment (HNA). The AECOM HNA report had been received and distributed by SS. Comment was required back to AECOM by 12 June. Any comments to be with SS by Sun 9 June. **Action: All**
- Design Codes. The initial report from AECOM was still awaited. It was noted that a local Architect had offered to assist with advice once the report is in. **Action: PF to lead.**
- Landscape Character Assessment (LCA). The sub-group was considering whether to proceed with self-assessment or engage external consultants to produce the LCA. Early thoughts were that a self-assessment would be preferable, signed off by a consultant. The sub-group was considering the themes that need to be included, including how best to record and protect the importance of specific views and footpaths. The sub-group would also attempt to determine how many neighbourhood plans where an LCA had been undertaken by the SG had been successfully challenged by developers. **Action: SW/LCA sub group.**
- Rode NP. SS outlined her discussions with Peter Travis from Rode concerning their NP which had taken eight years to be made. Their main focus was housing and green spaces. Peter said that a NP's aim is to channel/influence development and not block it. Their NP had included a site appraisal process (though this had been divisive); the LCA had been produced internally.

He also had underlined the utility of engaging local councillors in the process. **Action: SW to contact Adam Boyden, CW to contact Dawn Denton and invite them to attend next SG meetings.**

## 5. Stakeholder Engagement

- Schools. The SG was grateful to SB for her excellent report on engagement with the pupils at Beckington and Springmead Schools. We need to ensure that appropriate follow-up activity happens and that the schools are thanked. **Action: SS to raise with SB.**
- Surgery. MU reported on his engagement with the Surgery which is supporting 11,400 patients. There has been a long term plan to relocate, but existing funding arrangements do not support this. An alternative would be expansion on the existing site with more parking and better access. MU would continue to engage.
- Local Businesses. AT, SS and LP are due to meet to consider the best way to engage with local businesses. **Action: AT to coordinate meeting.**

## 6. September Event

- There was broad support for JT's proposal for an event to bring clubs/societies and independent businesses together with the objectives of:
  - Sharing the draft vision and aim of the NP and themes emerging from the survey analysis.
  - Engaging with residents and non-commercial stakeholders; notably residents who have not engaged to date.
- There would need to be engagement from across the whole SG to coordinate the event.
- A Go/No Go decision would be required at the next meeting.

**Actions: DB to coordinate the compilation of a Clubs/Societies/Small Businesses list and contact Rode Scout Group about a hog roast or equivalent.**

## 7. Finance

- AT reported low expenditure over the last two months. There was a budget line for the event in September, more consultancy from Stuart Todd, and £3K for further consultancy work. The total amounted to around £8K, leaving a predicted shortfall of around £750.
- SS reported that we are now able to apply for a further £10K grant from Locality, which must be supported by quotes/estimates.
- Costings to be presented to AT by 12 June to include LCA work **Action: PF for LCA work, DB for printing for door to door invitations, printing for 4-page summary of the survey, posters, hard copies of final plan.**

## 8. Project Plan

- MU reported no significant update. We are on track to move to Stage 3 from mid-August, leading to consultation on themes and ideas during the Autumn/Winter.

## 9. Any Other Business

- The deadline for the next Network entry was 20 June. DB would ask LP to draft our input. **Afternote: SW has since taken this action.**

**Date of Next Meeting:** Wednesday 10 July at 7pm