

## **1 Introduction**

The Parish Council asked Calne Town Council to restart the Neighbourhood Plan Steering Group in order to start a Review of the Calne Area Neighbourhood Plan in response to Wiltshire Council's proposed review of its plans to 2036.

The Steering Group has been reformed and Cllrs Jones and Robbins are the Council's representatives plus one of the East Ward Cllrs. Cllr Rees is a member of the group in a personal capacity and two Calstone residents have also joined to assist with the views of the East part of the Parish.

The Council approved the revised [Terms of Reference](#) for the Steering Group in September 2020. Cllr Jones has been elected Chairman for the Group; Cllr Robert MacNaughton of Calne Town Council is the Vice Chairman.

The Steering Group has met on several occasions and on the advice of David Way, Wiltshire Council Strategic Planning Officer has sought to engage consultants to assist with the review.

Calne Town Council and Calne Without Parish Council are what is known as the Qualifying Bodies for the Neighbourhood Plan (The Parish Council is a qualifying body for the purpose of making proposals for a NP (TCPA 1990 s.61F(1) and PCPA 2004 ss.38A(1), 38C(2)(a)).) The plan therefore requires the approval of both Councils to proceed through its various stages.

## **2 Funding**

Calne Town Council has allocated £5000 funding to support the review of the Neighbourhood Plan. Calne Without has approved £2000. The Councils are able to apply to Locality for grants to support the work to review the Plan, £10,000 is the basic grant available to all and a further £8,000 is available if the plan includes a site allocated for housing. There is also help in the form of technical assistance which can be applied for. This is free and can help in a number of areas such as evidence base and policy development, Design Codes and Housing Needs surveys. All grants and technical assistance need to be applied for by a Qualifying body where one exists.

## **3 Consultants**

The Steering Group has chosen [Place Studio](#) as its preferred consultants for the first part of the Review. Place Studio has suggested an initial package of work to take place between mid-March and early Summer at a cost of £2500 the works would include:

### 3.1 Stage A: Review of existing material

Review of current Neighbourhood Plan policies and evidence base (recommendation that is undertaken by [Aecom](#) as 'free' technical support<sup>1</sup>.)

### 3.2 Stage B: Steering Group Workshop

Using the information gleaned through the review material as set out above, Place Studio would run a workshop with the Steering Group. The aim would be to consider the outputs of the review stage A and to add to the material with local information and knowledge.

The objective would be to agree the scope of the review (policies that don't need to be updated / those that do / new policies & associated evidence bases / discuss programme and tactics.

Depending on the scope of amendments, an Examiner may conclude the reviewed plan may not have to progress to referendum if he/she considers that material changes do not alter the nature of the plan). This could have a significant impact on the timescale and risk of making the reviewed plan.

## **Output at end of Phase 1: Review project plan, resource plan and programme**

The cost of engaging Place Studio £2500 would in the first instance be paid by Calne Town Council pending the receipt of the grants. As grant monies have to be spent within the financial year grants will not be applied for until April 2021.

### **1. Recommendations**

2. That the Parish Council acknowledged the joint roles of the Parish Council and Calne Town Council as Qualifying bodies for the Calne Area Neighbourhood Plan Review and as such are responsible for the application for any grants from Locality including technical support.
3. That all grant funds received will be held by Calne Town Council for use as suggest by the Neighbourhood Plan Steering Group and approved by both Councils.
4. That the Council approves the appointment of Place Studio for the initial part of the Plan Review as detailed and at a cost of £2500.00.
5. That Calne Town Council apply for technical support from Aecom through Locality for a review of the current Neighbourhood Plan Policies and Evidence Base.
6. That this work should be carried out by the consultants working with the Steering Group and be reported back to the Parish Council upon completion in early summer 2021.