TIMSBURY NEIGHBOURHOOD PLAN STEERING GROUP
NOTES OF THE MEETING HELD ON TUESDAY 21st JULY 2026

ITEM	NOTE	ACTION
PRESENT	Helen Brunskill, Paul Carroll, Amanda Constantinidi, Antony Constantinidi Jacqui Grainger, Deborah Griffin, Jon Griffin, Jayne Langley, Dan Mogg, Alice Naish Dave Watson	
APOLOGIES	Kathryn Ford, Sue Walker	
UPDATE FROM PREVIOUS MEETING (23/06/26)	Deborah updated the group on developments since the previous meeting, including advice from George Blanchard regarding the LP housing sites and also progress with the Somer Valley Design Code and interest in developing a version at parish level. Following the Parish Online training, for those who couldn't attend, please let Deborah know if interested in a briefing session with Martin Laker.	All
PROGRESS AGAINST PROJECT PLAN	A timeline for community engagement (early stage) has been drafted and discussed later in the agenda. The overall project plan needs updated to reflect this.	DG
NEXT STEPS (stage 2 of project plan)	**(i) Review and collation of existing data** **Natural environment and green spaces working group** The continuing analysis of evidence relating to Landscape and Environment was shared and discussed with the group including plans for a brief survey with local farmers. Funding for access to additional data was requested. **Built environment and heritage working group** A similar approach to mapping heritage and built assets to understand the 'as is' will be taken by this group. Advice will be sought from BANES on developing a Timsbury Design Code in advance of the NP, and the status of this. The group will meet shortly to progress with the analysis work. **Housing (future need)** In the new LP, a housing needs assessment will be included which covers the whole district. Following discussion on a HNA for Timsbury and whether the value warrants the resource, it was agreed that Deborah will find out about existing data for Timsbury from BANES and from SSMG who carried out a high level assessment as part of the LP Options consultation. It was agreed that this issue may better be addressed as part of workshop/other (mid engagement stage). Amanda will have a look at the current HNA developed by BANES.	Working Group Working Group DG AC

	(ii) Landscape Character Assessment Dave presented an assessment of previous LCAs and how they had incorporated the setting and landscape of Timsbury as well as his review of other NPs and how they had been informed by LCAs. The group recognised the value of LCAs and discussed whether it would be valuable for Timsbury NP taking into account work previously done, the work gathered as part of the evidence build and the cost. It was agreed that a LCA for Timsbury NP would be of value, particularly in assessing the village design character. The providers will need a clear brief and a point of contact from within the group. Thank you to Dave for the assessment. Dave will develop a brief for the preferred providers. Approval can then be sought from the TPC on commissioning the work. Jon will update the providers on progress.	DW Jon G
	(iii) Community engagement **Logo** Jacqui presented options for a 'Future Timsbury' logo building on the previous ideas and feedback. A preferred logo was selected by the group and Jacqui will finalise this based on the suggestions received. Thanks to the Visual Identity group for great work. **Community engagement plan** Deborah outlined the various stages of engagement and consultation in the NP process. It was agreed that the community survey would form the basis of capturing general views (early stage) with an 'open day' concept later for sharing findings and greater exploration of key issues. **Survey** Dan talked through the draft survey and the basis of its design. This will be offered both digitally and online with a more targeted version for key stakeholders. Feedback on the survey should be provided for Dan and Deborah by Saturday 25th. **Survey roll out** A plan for survey go-live by start of September was discussed with the group. It was agreed that we should aim for this timeline, and that the paper survey should be distributed separately from the Timsbury Letter. Deborah will be in touch with the group with the various jobs that need done to meet this timeline.	JG All DG
NEXT STEPS	Key dates: 24 July – meeting with George Blanchard 13 August– deadline for Sept Newsletter. PC to draft an item.	 PC

	3 Sept – Draft LP available?	
AOB	None	
DATE OF FUTURE MEETING	Next meeting is Wednesday 26th August at 7.30pm, venue tbc.	All