TIMSBURY NEIGHBOURHOOD PLAN STEERING GROUP
NOTES OF THE MEETING HELD ON
TUESDAY 29th SEPTEMBER 2026

ITEM	NOTE	ACTION
PRESENT	Helen Brunskill, Paul Carroll, Amanda Constantinidi, Antony Constantinidi, Deborah Griffin, Jon Griffin, Jacqui Grainger, Jayne Langley, Dan Mogg, Dave Watson, Sue Walker	
APOLOGIES	Kathryn Ford, Alice Naish	
UPDATE FROM PREVIOUS MEETING (26/08/26)	TPC has agreed the appointment of HDA to carry out the Landscape Character Assessment plus the release of funds (£9980). BANES Cabinet has agreed the draft Local Plan can proceed to the next stage of consultation (ending on 29 October). The importance of a collaborative approach as recommended by Matt McCabe will be raised at the next TPC meeting. The survey has gone live with both paper and electronic copied being returned. Questions have been raised with George Blanchard (BANES) including whether the NP process can be expedited, what additional support is available in BANES and examples of good practice in community-led development.	
PROGRESS AGAINST PROJECT PLAN	An updated project plan was presented reflecting the timelines for the community engagement outcomes, the Landscape Character Assessment and the consultation on the draft LP. The key dates include an 'open day' on 23 January, draft NP presented to TPC in March with statutory consultation to follow. This leads to a Referendum in January '28. It was agreed that some activities could be brought forward and that AI could be used once the evidence was available. This will be presented to the next TPC meeting.	DG
NEXT STEPS (stage 2 of project plan)	**(i) Community engagement** The survey has gone live (paper and digital) with a closing date of 5 October. Other engagement activities through the market and youth group have proved very useful. Huge thanks to everyone for getting this done. There will be a final push this week to encourage completion. Maintaining a presence at the market is also an option.	All

	The results will be presented to TPC in November. Approval will also be sought from TPC to create a Future Timsbury webpage to share the results. The results can also be included as part of the response to Reg 19 consultation.	DG
	(ii) Landscape Character Assessment TPC has approved HDA as the provider of the LCA. Dave has drawn up a list of background documents to be provided. The Design Code needs to be added to this. A site visit is likely to be in October with the sensitivity analysis in November. Final report expected in January '27.	DW
	(iii) Review and collation of existing data **Natural environment and green spaces working group** Work has commenced to write up the evidence as a basis for future policy.	Working group
	Built environment and heritage working group Significant work has been done in gathering evidence to create the Design Code. This needs to be drawn together and presented in a format for the NP.	Working group
	The Design Code has been shared with the Local Plan Working Group and will be presented to the next TPC meeting. It will also be included as part of the response to Reg 19 consultation.	PC
	A template for the NP including appendices will be drafted and shared with the group so that work can continue on compiling and ordering the evidence. A record will also be developed of items for inclusion in the NP eg mitigation, community energy (hydro power).	DG
FINANCES	**Expenditure to date:** Cost of survey – £487 (print and artwork) Cost of MS Forms – Business Basics package £64.80 per user/per annum plus support for set-up (estimate £152), the total annual cost is £216.80 Cost of room hire - £179 to date	DG
NEXT STEPS	Key dates: 5 October – survey closes Progress report to TPC 15 October - Timsbury Letter deadline 29 October – reg 19 consultation closes	PC
AOB	Transport surveys – Jon will share with Amanda Mitigation – to be included in the NP	JG DG
DATE OF FUTURE MEETING	Next meeting is Tuesday 27th October at 7.30pm, Myra Hayward room.	All