

Consultation Statement

Prepared on behalf of Gillingham Town Council

GILLINGHAM NEIGHBOURHOOD PLAN
JULY 2017

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Introduction

The Neighbourhood Planning Regulations require that, when a neighbourhood plan is submitted for examination, a statement should also be submitted setting out the details of those consulted, how they were consulted, the main issues and concerns that people raised, and how these concerns and issues have been considered and where relevant addressed in the proposed plan.

The Gillingham Neighbourhood Plan has been a long time in preparation, having started as a 'front runner' in advance of the Localism Act coming into force. Inevitably there has been lots of community engagement and consultation over the intervening period, and this consultation statement therefore has attempted to provide an overview of what has been carried out, and how this helped us prepare the neighbourhood plan as submitted today, focusing on the most significant events and consultation periods. Appendix 1 provides a chronological record of all the consultations and meetings held.

1 Regular Newsletters and website updates

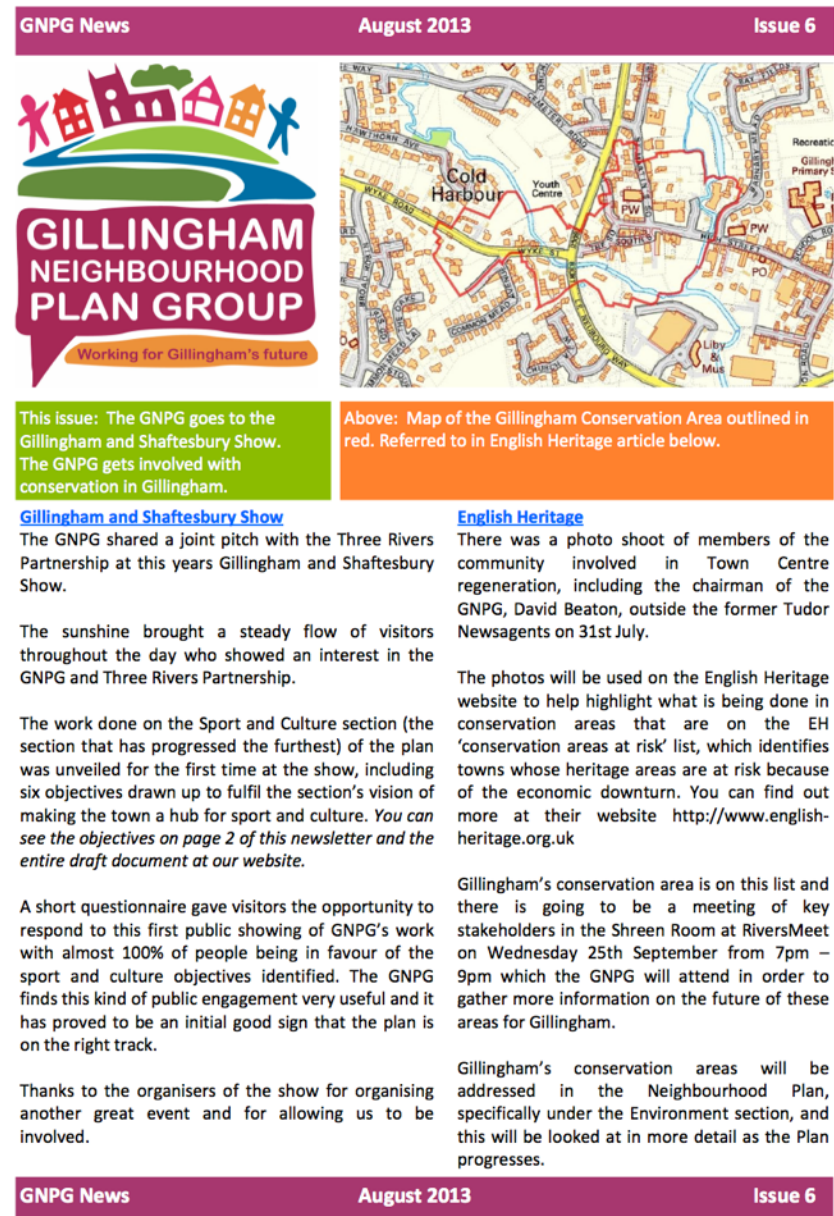
Regular (often monthly) newsletters have been a key way of publicising and updating the community on progress on the Neighbourhood Plan. These started in October 2010 and went through to April 2016. These were made available in hard copy at the Town Hall and Library (as well as being posted on-line on the Gillingham Neighbourhood Plan website (<http://www.gillinghamplan.co.uk/>).

Sample newsletter shown here.

2 Visioning Event October 2012

The first major consultation event was the Visioning Event held on 22 October 2012 at the RiversMeet Leisure Centre. Invitees ranged from statutory bodies such as the Fire Service, Police, Environment Agency, Highways Agency, Historic Buildings and Monuments Commission, to name but a few. There were also representatives from local businesses and organisations such as the Youth Centre, as well as representatives from local Parish Councils. The statutory bodies accounted for about a third of the fifty delegates attending. The consultation day was advertised in the Announcements section of the Blackmore Vale Magazine on Friday 28 September and Friday 19 October. The drop-in part of the day was also publicised by the local radio station, The Breeze.

The morning consultation for invited delegates started with some short introductory presentations about the Localism Act; the Town Plan questionnaire; the publication of the Town Design Statement; the formation of the Gillingham Neighbourhood Plan Group; the designated Neighbourhood Area (the Parish of Gillingham); the co-operation between the NDDC and GNPNG; the NDDC Core Strategy/Local Plan; the Core Policy 16 affecting Gillingham; the Strategic Site Allocation to the south of the town; the NDDC public consultation on the SSA on



GNPG News August 2013 **Issue 6**

GILLINGHAM NEIGHBOURHOOD PLAN GROUP
Working for Gillingham's future

This issue: The GNPNG goes to the Gillingham and Shaftesbury Show. The GNPNG gets involved with conservation in Gillingham.

English Heritage
There was a photo shoot of members of the community involved in Town Centre regeneration, including the chairman of the GNPNG, David Beaton, outside the former Tudor Newsagents on 31st July.

English Heritage
The photos will be used on the English Heritage website to help highlight what is being done in conservation areas that are on the EH 'conservation areas at risk' list, which identifies towns whose heritage areas are at risk because of the economic downturn. You can find out more at their website <http://www.english-heritage.org.uk>

English Heritage
Gillingham's conservation area is on this list and there is going to be a meeting of key stakeholders in the Shreen Room at RiversMeet on Wednesday 25th September from 7pm – 9pm which the GNPNG will attend in order to gather more information on the future of these areas for Gillingham.

English Heritage
Gillingham's conservation areas will be addressed in the Neighbourhood Plan, specifically under the Environment section, and this will be looked at in more detail as the Plan progresses.

GNPG News August 2013 **Issue 6**

Thursday 29 November at RiversMeet. The consultation moved on to two workshops –the first to establish AIMS for Gillingham’s future, the second to establish the ACTIONS necessary to achieve those aims. The morning finished with a final plenary session and a summary of the findings from the workshops. The afternoon session (3:30pm –7:00pm) gave the public an opportunity to drop in to see what the Neighbourhood Plan had achieved so far, to see the results of the morning’s workshops and to be able to make comments and ask questions. Fifty plus delegates attended the workshops and 43 members of the public visited during the afternoon

The January issue of Gillingham Matters contained an article about the NDDC public consultation in November 2012, and the report was made available on the Gillingham Plan website. A web link to Visioning workshop ATLAS report is provided [here](#).

This consultation identified the main themes for the plan as:

Affordable and sustainable housing

- A quality built and natural environment.
- Coherent and well planned expansion has enhanced the richness and appearance of the town’s built environment.
- There is a sufficient amount of affordable housing to meet identified need, within a balanced housing market.
- New housing sets a high standard in terms of architectural quality, adaptability and environmental performance.
- Residents benefit from well-designed and well-maintained public spaces, with facilities for all age groups.



Gillingham Neighbourhood Plan vision Report on the visioning workshop

Economy

- A flourishing and diverse local economy, with a wide range of jobs and training opportunities.
- New businesses and sociable uses (e.g. cafes) have significantly improved the quality and vitality of the town centre.
- Essential infrastructure to support sustainable growth is provided in sync with new developments.
- Visitors are attracted by the well-publicized services and facilities on offer, and by the positive identity of the town.
- A strong business community offers a wide range of jobs and training opportunities for all age groups.

Environment

- Enabling people to live in an environmentally friendly way.
- A network of Green Infrastructure serves to 'green' the town and contributes to good health and wellbeing.
- People can enjoy focal areas of public space, which help define the character and form of the town.
- Linkages between neighbourhoods, and between the town and its surroundings, encourage walking and cycling.
- All opportunities to make efficient use of resources, including local energy generation, are properly explored.

A vibrant and safe community

- Low levels of crime and anti-social behaviour. A sense of community identity.
- The community actively supports and contributes to the shared vision for improving the town and parish.
- A wide range of opportunities for community, leisure, sport and cultural activities are available for all age groups.

- The variety of town centre businesses generates day-long activity in the High Street, and a positive atmosphere.
- All local strengths (e.g. equestrian facilities and eco-tourism) are embraced and effectively promoted.

Access and transport

- Good transport services and communication linking people to jobs, schools, health and other services.
- Close working with neighbouring towns, parishes and service providers continually improves public transport.
- Information on available public transport services is communicated widely by various means.
- Optimum use is made of facilities and schemes (e.g. car parks and Car Link) to help achieve the town's vision.
- All opportunities are taken to improve the resilience of the movement network (i.e. roads, cycle ways and footpaths).

Health and wellbeing

- High quality local health care and social services.
- All residents have convenient access to high quality local health care services.
- Arrangements are in place to deliver out of hours local health services, particularly for vulnerable residents.
- Transport options are available to ensure less mobile and vulnerable residents can access hospital services.
- Expansion of the town has been matched by well-planned expansion and improvement of local health care.

Sport and culture

- Opportunities for cultural, leisure, community, sport and other activities.
- Where RiversMeet and other sports facilities and open space have made the town a hub for sports and leisure.
- A new multi-use community centre is well-used and has been instrumental in supporting community life.
- Where regular local events and festivals strengthen community life and draw visitors to the town.
- Valued services (e.g. Library) are celebrated and cherished, and where gaps in service provision are targeted.

Children and young people

- Well-performing local schools, further and higher education facilities.
- Well-performing schools are strongly supported by the local community and form an integral part of community life.

- Expansion of the town has been matched by proportionate expansion of local education provision.
- The community works closely with neighbouring towns to secure quality further education and training opportunities.
- Children have safe places to play in their neighbourhoods and where young adults have opportunities to socialize.

Older people

- A good range of opportunities for older people to play an active part in community life.
- Elderly people are properly consulted, and where their experiences and needs help inform local decisions.
- Clubs and activities that enable older people to play a full and active part in community life are supported.
- Public services, the voluntary sector, and the community collaborate to ensure vulnerable people are not isolated.
- Decision-makers work to ensure that elderly people have convenient access to the services they need day-to-day.

The Governance of the plan and process was also considered. The outcomes formed the basis for the vision and objectives contained in the Neighbourhood Plan, and ideas for emerging policies.

3 We Made That January 2013

“We Made That”, outreach workshops run by an artist/creative facilitator commissioned by the Dorset Design and Heritage Forum, held in January 2013 (Wednesday 16 January at Gillingham School and the Youth Centre, Tuesday 22 January at the Children’s Centre). The sessions were held with Years 7, 8 and 9 at Gillingham School, Bones Youth Centre and the Gillingham Children’s Centre. During the sessions we particularly focused on what culture might mean to the town: ‘What do you do in Gillingham now?’ and ambitions for its future: ‘What could be better?’ Creative contributions were encouraged using collage and drawing, and in each session a ‘mega-map’ of ideas and thoughts was developed with participants. Suggestions highlighted the importance of feeling safe in public spaces, the desire for a more active town centre and great ideas to promote Gillingham.

It also achieved the production of a ‘cultural classified’ pamphlet GILL’S GREAT, which contains an extensive listing of opportunities for culture, sports and pastimes in Gillingham, and was distributed to a range of local venues.

GILL'S GREAT!

CULTURE & ACTIVITIES IN GILLINGHAM, DORSET

This pamphlet includes an extensive listing of opportunities for culture, sports and pastimes in Gillingham. Working with the Gillingham Neighbourhood Plan Group, architecture and design practice, We Made That, have produced this list to record and promote culture in Gillingham.

The Gillingham Neighbourhood Plan is currently being developed, and aims to make Gillingham a better place in which to live. To find out more, visit: www.gillinghamplan.co.uk

For full details of this survey, please contact the Gillingham Neighbourhood Plan Group. Every effort has been made to ensure that this information is current and accurate, however, if you do find any errors, please do let us know.

MUSIC, DANCE & THEATRE

COUNTRY DANCE CLUB
Methodist Church Hall
Mondays, 7.15pm - 01747 82229

MUSIC AT GILLINGHAM METHODIST CHURCH
CONCERTS PER YEAR
www.musicatgmc.org.uk

THE SILTON SINGERS
Methodist Church Hall
Mondays, 7.30 - 9.30pm

ROYAL BRITISH LEGION CLUB

LABURNUM LIVE MUSIC CLUB
3rd Monday of each month, 7pm

TEA DANCE
1st Tuesday of each month, 7pm

GILLINGHAM IMPERIAL SILVER BAND & SUPPORTERS CLUB
www.gisb.co.uk

ARTS WORKSHOP
Organising a varied programme of performances — 01747 822746

www.wessexhighlanders.co.uk
THE PIPES & DRUMS OF THE WESSEX HIGHLANDERS
Wyke Primary School
Tuesday evenings 7pm - 9.30pm

ARTSREACH PERFORMANCES
www.artsreach.co.uk
www.gillingham.dorset.sch.uk

SPORTS & GAMES

RIVERSMEET LEISURE CENTRE
Various activities including swimming, spinning, yoga, fitness suite and badminton.*
01747 834013
www.riversmeetgillingham.org
Hardings Lane, SP8 4HX
*See timetable for details of events

SHORT MAT BOWLING CLUB
01747 834427

NORTH DORSET RUGBY CLUB
www.ndrfc.co.uk

GILLINGHAM TOWN FOOTBALL CLUB, LADIES CLUB, & YOUTH CLUB
Hardings Lane, SP8 4HX

GILLINGHAM & MARNHULL BADMINTON CLUB
www.mbc.org.uk
RiversMeet Leisure Centre

GILLINGHAM HOCKEY CLUB
www.gillinghamhockeyclub.co.uk

CHESS CLUB 01747 823387

GILLINGHAM BOWLS

Members Club: Open every day in the summer, with indoor facilities during winter.
www.gillinghambowlsdorset.com

COUNCIL & POLITICS

GILLINGHAM TOWN COUNCIL
www.gillinghamdorset-tc.gov.uk
01747 820388

MILTON-ON-STOUR VILLAGE COMMITTEE
01747 820552

GILLINGHAM NEIGHBOURHOOD PLAN GROUP
www.gillinghamplan.co.uk

LABOUR PARTY
01747 821988

LIBERAL DEMOCRATS
01747 826184

THREE RIVERS PARTNERSHIP
Bringing communities in and around Gillingham together to plan for the future.
www.threeriversgillingham.org

CONSERVATIVE ASSOCIATION
01747 826348

ARTS & CRAFTS

KNIT & NATTER
Wyke Primary School, Deane Avenue
Thursdays, 7-9pm
kstannatter@yahoo.co.uk

PHOTOGRAPHIC GROUP
Est. 1977
Altamata Fridays, 7.30pm
www.funimaging.org
01747 829588

ARTS & CRAFT MARKET
METHODIST CHURCH HALL — Saturdays, monthly, 10am - 1.30pm

CULTURAL & COMMUNITY

THE SLADE CENTRE
www.sladecentre.com

Art classes, workshops and exhibitions in the centre of Gillingham.

TOWN TWINNING ASSOCIATION

Social events celebrating Gillingham's twinning with the French town of Le Neudourg.

GILLINGHAM MUSEUM

www.gillinghammuseum.co.uk
effice@gillinghammuseum.co.uk

GILLINGHAM LIBRARY
BOOKS, FILMS, MUSIC.
Plus Events for Children
— 01747 822180

YOUTH

Gillingham Youth & Community Centre

BONES
Various activities, cooking and games

HIP BONES
Club for disabled young people

PLATFORM 1
Recording studio
Indoor half-pipe
Mixing desks
Coffee bar
p.a.walker@dorsetcc.gov.uk

GIRLGUIDING
Rainbows, Brownies & Guides
www.girlguiding-dorset.org.uk

ST MARY'S SCOUT GROUP
www.smbscouts.org.uk
Evenings:
Monday, Tuesday - Cubs
Thursday, Friday - Beavers
Friday - Scouts

GILLINGHAM CHILDREN'S CENTRE
● Breastfeeding Support Group
● First Time Parents Group
● Drop-in Sessions
● Messy Play
01747 837960

GILLINGHAM CHURCHES

GILLINGHAM COMMUNITY CHURCH
GILLINGHAM BAPTIST CHURCH
GILLINGHAM METHODIST CHURCH

ST MARY THE VIRGIN CHURCH
ST SIMON & ST JUDE PARISH CHURCH
MILTON-ON-STOUR
ST BENEDICT'S RC CHURCH

GILLINGHAM TROTTERS RUNNING CLUB

www.gillinghamtrotters.talktalk.net
gillinghamtrotters@hotmail.com
Tuesdays, 7pm
Fitness By Design

NORTH DORSET RAMBLERS ASSOCIATION

3C
www.northdorsetramblers.org.uk

NORTH DORSET TENNIS CLUB

01747 838804

GILLINGHAM WALKERS

www.gillinghamwalkers.webs.com
Mondays, 2.30pm
1st Saturday of every month, 7pm

GILLINGHAM TURBOS SWIMMING CLUB

www.northdorsetturbos.co.uk

GILLINGHAM WHEELERS CYCLING CLUB

www.gdc.org.uk
Monday, Wednesday 7pm

GILLINGHAM ACTION FOR NATURE GROUP

Events and talks to celebrate best practice in farming and wildlife conservation.

THRESHOLD CENTRE

Organic Gardening Workshops & Permaculture Courses
COLE STREET FARM
www.thresholdcentre.org.uk

SHAPTESBURY & GILLINGHAM ROUND TABLE

01855
www.shafesbury-gillingham.roundtable.co.uk 0845 588 0000

ADULT LEARNING

GYLLA'S FLYING SAUCERS ULTIMATE FRISBEE

01747 835499

GILLINGHAM WHEELERS CYCLING CLUB

OTHER

6

4 Have Your Say Survey 2012-2013

A survey was run through much of late 2012 to mid 2013. This was to provide a further opportunity for people to have their say on Gillingham's future – this was available online at <http://www.gillinghamplan.co.uk> or hard copies could be collected from the Town Hall.

The survey was 10 pages in length and included questions on seven key topics; 1. Sport, Leisure and Culture 2. Environment 3. Economy 4. Housing 5. Access and Transport 6. Safety in the Community and 7. Health and Wellbeing.

The survey didn't formally close and continued to be promoted further through the Gillingham & Shaftesbury Show (August 2013) and the 'Party on the Rec' (June 2014) where the GNPG shared a joint pitch with Gillingham Town Council in another effort to engage with the local community and promote further awareness of the Neighbourhood Plan.

The results of the surveys were made available to view online via the website of the Gillingham Neighbourhood Plan. Every comment was recorded and assessed, and the results generally confirmed the identified themes and aims, and informed the background papers produced for the drop-in events in 2015.



GNPG is creating a neighbourhood plan for Gillingham. This is essentially the production of a policy and development document that will create a vision of how Gillingham should grow and what it should look like based on what the local community wants and needs. It is not a tool to stop development; it gives us the opportunity to:

- → shape what planned growth will look like;
- → share ideas and build consensus about needs and priorities for the area; and
- → create lasting partnerships to take forward actions that may arise from the process

Make sure you have your say by getting in touch or completing our survey.

You can find our survey on our website under 'Getting Involved' or pick a hard copy up from the Town Council

www.gillinghamplan.co.uk

We aim to keep the public as updated as possible on progress with our newsletters, website and Facebook group.

Find us on
facebook

5 Paris Court Drop-In Event March 2015

The aim of the Paris Court drop-in events was for residents of the Parish of Gillingham to see what the Neighbourhood Plan Group has done up to this point, prior to the plan being drafted. There were full page ads in the March issue of the Gillingham & Shaftesbury Guide and in March Gillingham Matters. There was an article in the Western Gazette (Thursday 19/02/2015).

The events were held every day except Sunday over 24 March – 31 March 2015, in Paris Court, Upper Station Road, with a late opening Thursday 28 March.

The event displayed the vision, key objectives (as emerging) and policy ideas for six core themes:

- Access & Transport
- Community Facilities
- Health & Wellbeing
- Economy
- Environment
- Housing & Energy

The other four themes from earlier work (a vibrant and safe community, children and young people, older people and sport and culture) were included in the most relevant sections of the core themes, to avoid duplication and overlap.

An example of the economy theme display is shown on the follow page.



DROP IN EVENT

**TUES 24 - TUES 31
MARCH 2015**

Paris Court

*Upper Station Road
Open Every Day (Except Sunday)
Late Opening on Thurs 26 March*

We've spent 3 years:

*Collecting evidence • Writing background papers
Formulating key objectives • Suggesting ways to achieve them*

The priority themes that have emerged are:

*Environment & Open Spaces • Economy • Access & Transport
Health & Wellbeing • Housing • Community Facilities*

On display will be maps, photographs and diagrams showing what we've got in mind for the future of this town based on the responses that **YOU** have given us.

Now we'd like **YOU** to give the nod of approval to what we've done so far. We'll have a mock ballot as you go out to see how you've reacted to the proposals. It's vital for us to know because in due course there will be a referendum for **YOU** to vote on the Neighbourhood Plan. We're hoping for an overwhelming 'Yes' vote if we've got it right.

So please drop in and take this opportunity to help shape future planning in Gillingham, not just in the southern extension but throughout the whole of the Neighbourhood Plan area which includes Milton-on-Stour.

*Visit our website www.gillinghamplan.co.uk to see each day's opening times OR see them posted on the door of Paris Court.



Economy

Neighbourhood Plan Policy Suggestions

The feedback form simply asked for people's postcode, how they heard about this event, the date they visited and any comments they may have had on the themes seen on display or any other aspect.

ECONOMY

1. VISION

Gillingham is a place which has a flourishing and diverse local economy, with a wide range of jobs and training opportunities.

2. KEY OBJECTIVES

- To create an environment and infrastructure in which both new and existing Small and Medium-sized Enterprises can thrive.
- To reinvigorate the town centre by encouraging sensitive development of central sites to create a mix of housing, business and retail opportunities, employing design principles based on Gillingham's quality and heritage buildings.
- To create an integrated transport hub for Gillingham, servicing the Town and the surrounding area, focusing on Gillingham Railway Station as the hub for roads and public transport, cycle ways and footpaths.
- To create a retail and commercial heart for Gillingham which include social and life enhancing activities compatible with, but complementary to, existing retail facilities.
- To encourage additional housing in the centre of Gillingham particularly in the Station Road area.
- To create employment opportunities to satisfy the needs and ambitions of an increasingly highly educated and well-trained work-force.
- To make good deficits in facilities to ensure that Gillingham is an attractive town in which to live and do business and has the capacity to be an effective commercial and service hub for the surrounding area.

3. NEIGHBOURHOOD PLAN POLICIES

- Conformity with other Neighborhood Plan policies. In order to establish a secure base for economic regeneration, it is essential that all the policies outlined elsewhere in the Neighbourhood Plan relating to Heritage and the Conservation Area, Transport and Access, Design, Community Facilities, Health & Well-being, and Environment are seen a critical components in the vision for a thriving, prosperous town.
- Development of the High Street.
- Development of the Station Road area.
- Business parks
- Local centre in southern extension.

Some 399 people in all visited during the Paris Court event in the course of the week and a large number of those who visited filled in a comments sheet. Each comment was logged, and considered in terms of whether it was relevant to the neighbourhood plan, whether it reinforced the draft ideas that were published, and whether it raised new ideas or alternatives to consider.

The main findings highlighted:

- Concerns over the state of the High Street – with people saying that it is not flourishing as it should be. This feedback was shared with the Town Team to avoid duplication of efforts, and further consideration of the approach to defining and supporting the town centre and public realm.
- General agreement that Station Road could do with a facelift to make the Station and its immediate environment a better and more attractive hub for the town. This led to the follow-up meeting with South West Trains, and what facilities would be needed in light of the growing population.
- Support for the identified Open Spaces, and particularly keeping Chantry Fields as open space for the community to use as amenity land for dog-walking and as the last ‘green lung’ near the centre of town.
- Further work then progressed on checking and assessing the various spaces and how best these could meet the local standards advised in the North Dorset Plan and Fields in Trust standards.
- Support for improvements to the foot and cycleway network so that residents can make their way from any part of Gillingham to any other part of town without having to walk or cycle along main roads. Feedback on these further informed the identification and checking of routes and proposed improvements.

This consultation stage was considered to be a very important in checking, prior to the drafting of the Neighbourhood Plan, that it was headed on the right track. It brought a significant response from the public, most of which reaffirmed the proposed ideas and policy intentions.

At the same time, two on-line surveys were also run:

- A ‘Community Space Survey’ was run for groups to fill in so that we have a better idea of what current use is being made of facilities and what future needs are. This was conducted throughout Spring 2015. The results showed that there is a demand by groups for indoor venue space with kitchen/bar facilities meeting on a weekly/bi-weekly basis, the venue being available every day of the week, for mixed age and ability groups, requiring space of up to 150 square metres, mainly numbering 20-50 in the group, but in some cases up to or exceeding 200.
- A ‘Self Build/Custom Build Survey’ to gauge whether there is a demand for this type of housing, and the results provided a snapshot of potential untapped demand at that time.

6 Pre-Submission Draft Consultation May – July 2016

The first draft of the Neighbourhood Plan was agreed for consultation by the Town Council at its meeting on Tuesday 29th March 2016. An 8 week consultation period was agreed, running from 16 May – 10 July 2016.

An information sheet was sent to every household (see following pages), and a hard copy of the Plan was made available in the Library, the Community Office and at the Town Hall. The draft plan was available to download from the Neighbourhood Plan website. During the consultation period a number of events were held to highlight the plan and chances to comment:

- Stand with posters and questionnaire at Gillingham in Gear event on 4 June 2016 on the Town Meadow
- Stand with posters and questionnaire at 'Party beside the Rec' on 6 June 2016 held on the Recreation Ground
- Exhibition from 10– 16 June 2016 at the Town Hall – using display materials (banners, policies, maps, Atkins Report, TDS, Master Plan Framework for Southern Extension, press publicity) and two copies of Draft NP

The consultation was publicised via announcements placed in the Blackmore Vale Magazine and in the Western Gazette, and posters placed all around the town in businesses and on Council notice boards. An A-board and banner were placed outside the Town Hall throughout the exhibition. It is estimated that some 160 people visited the exhibition in the Town Hall over those 7 days.

Thursday 12 May 2016 7

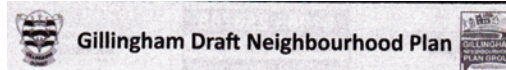
Draft plan ready for inspection

A DRAFT Neighbourhood Plan for Gillingham is ready to be looked at by the town's residents.

The plan is the result of surveys and public events to gather the views of local people. An information sheet about the plan is being delivered to every household in the parish which will again encourage residents to respond with their thoughts.

A public consultation period will run from Monday, until Sunday, July 10.

An exhibition about the draft plan will be available to view at the town hall between 12pm and 6pm from Friday, June 10 until Thursday, June 16. Eventually local residents will be asked to vote in a referendum on whether the plan should influence planning decisions.



The Draft Gillingham Neighbourhood Plan is now complete after consultation with members of the public and organisations, through input online, surveys and public events over the past three years.

There is now an opportunity for the residents of the Parish of Gillingham to be involved in a period of public consultation from Monday 16th May - Sunday 10th July 2016 by going online at www.gillinghamplan.co.uk or looking at a hard copy of the Gillingham Neighbourhood Plan document in the Gillingham Town Hall or Gillingham Library. There will also be an opportunity to view the Draft Plan at an exhibition to be held in the Gillingham Town Hall from 12 noon - 6.00 pm Friday 10th June - Thursday 16th June 2016. In each case there will be a comments form available.

An information sheet is being delivered to each household within the parish of Gillingham and there will be a comments form attached, that will allow residents to respond, and return the form to the Town Council or Gillingham Library.

It is now vital for people to look at the Draft Plan to make sure that nothing has been overlooked. The final stage later this year or early next year, will be a referendum, when the question will be asked "Do you want North Dorset District Council to use the Neighbourhood Plan for the Parish of Gillingham to help it decide planning applications in the Neighbourhood Area?" The vote will be 'YES' or 'NO'.

(Please note that you have to be resident in the Parish of Gillingham to vote).



THE GILLINGHAM DRAFT NEIGHBOURHOOD PLAN
EIGHT WEEK PUBLIC CONSULTATION
16TH MAY -10TH JULY 2016

HAVE YOUR SAY, RESPOND TODAY



Go online: www.gillinghamplan.co.uk

View draft document: Gillingham Library or the Town Hall
Visit our stand at Gillingham in Gear and Party beside the Rec
Attend Exhibition: Gillingham Town Hall
10th-16th June 2016 between 12 noon and 6 pm
Comments Form: Return your comments/views by 10th July 2016
Boxes for comments forms at Gillingham Library and Gillingham Town Hall

BE READY FOR THE REFERENDUM WHEN THE RESIDENTS OF THE PARISH OF GILLINGHAM WILL BE ASKED TO VOTE 'YES' OR 'NO' TO THE FINAL DOCUMENT AT THE END OF 2016 OR EARLY 2017



Gillingham Neighbourhood Plan

Our vision is that Gillingham will become a place which combines the best of town and country living and creates a healthy environment for working people, young families, those in retirement and older people.

Future development will consist of well-planned areas which enhance the natural environment and provide beautifully and imaginatively designed homes that are affordable for ordinary people, together with job opportunities within easy reach and good access to healthcare. The town will have strong cultural recreational and shopping facilities at the centre of its communities, together with integrated and accessible transport systems.

There will be generous green spaces (gardens, streets and open spaces) which will link to the wider natural environment, and provide opportunities for residents to grow their own food. Local people's aspirations will be put at the heart of decision making, and through community ownership of land and a long-term stewardship of assets.



THIS NEIGHBOURHOOD PLAN IN SUMMARY

So what difference will this Neighbourhood Plan Make?

We hope it will support the type of housing that people particularly want to see in this area. This includes affordable homes, more custom or self-build housing, for people wanting to design and build their own homes (either to create their dream home, or a home which they can afford.), and more flexible living accommodation that can adapt to all ages and lifestyles, including the increasing number of people working from home. (Policies 1-3, 7 and 8)

It should help our town centre thrive through providing some flexibility to adapt to the changes in retailing that are affecting many towns, and the likely expansion as our population increases with the new strategic neighbourhood in the south of the town. In particular we hope to encourage a more comprehensive approach to be taken to the regeneration around the Station Road area to create a thriving sub-area of the town centre which links to and supports the High Street. (Policies 7, 8, 11 and 27)

We have excellent schools and a really interesting and dynamic range of businesses. The policies in the plan should support businesses looking to invest in the area. The policies make sure that there are opportunities for businesses to locate or expand in the main employment sites, and further educational and vocational training to provide the skills for local workers that can really boost the local economy. (Policies 4-6 and 15)

The road and rail links to the wider area make Gillingham a really attractive place to locate, in an attractive rural setting yet in easy reach of much larger towns and cities. As the town grows, the transport infrastructure needs to grow with it, and therefore we have included proposals for the station as a transport hub, as well as some key pedestrian and cycle links providing attractive and convenient routes around the town. (Policies 10-12)

We have a range of community buildings and venues, from schools and medical centres to pubs and post offices. Many of these are located in the town centre, or within or close to the neighbourhood centres in the outlying suburbs. Our policies look to safeguard these key facilities, and make sure new facilities come forward in core locations as the town grows. (Policies 9 and 14-17)

The Network of green spaces within and around the town is really important to the character and enjoyment of the area. We have identified those spaces which are really cherished by local residents, and include plans to provide more spaces where there is likely to be a deficit as the population grows—including a new cemetery, better access to the river corridors and potential areas for further informal recreation and formal sports use. (Policies 6 and 18-23)

Guidance is also given on the heritage and design of new development. Over the years, Gillingham has developed piecemeal with resulting differences in design, some harmonious, some less so. However, the character of Gillingham as a small market town has remained largely intact and the policies look to make sure future designs cherish the best of the past whilst looking to the future. (Policies 7, 13 and 24-28)

The plan does not allocate any further areas for development over that proposed in the Local Plan—as the extent of development in the Strategic Southern Extension will provide a major source of new housing and employment land over the period this plan covers (to 2031)

What happens Next?

You consider the plan - 16 May to 10 July 2016

Let us know your thoughts by 10 July 2016

On completion of the Draft Neighbourhood Plan a referendum will be held within the parish of Gillingham when you will be asked to vote YES or NO to the final document.

The Gillingham Neighbourhood Plan

Following responses received over the last three years through surveys, attendance at events and online, the Draft Neighbourhood Plan has now been completed.

On 16th May we start our eight week Public Consultation and ask for your help once again – to tell us if we have got it right, or if anything has been overlooked.

Please help us by doing one of the following:

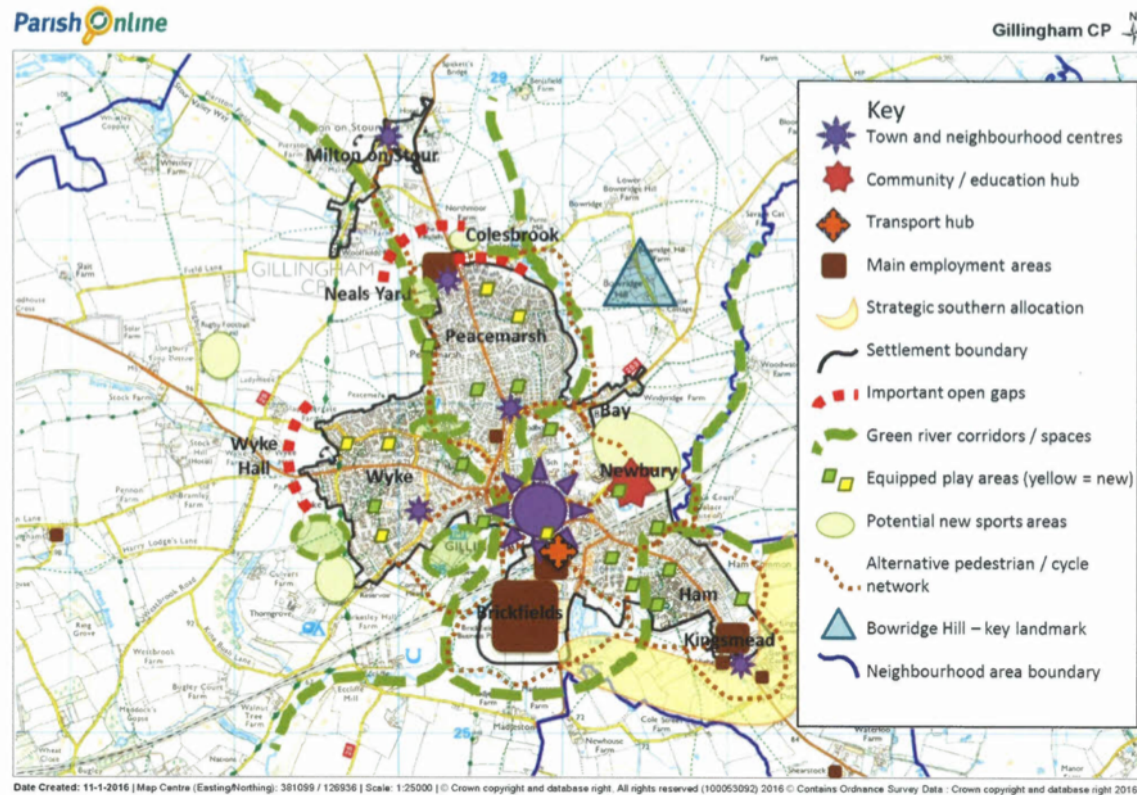
- Going online to view the draft document www.gillinghamplan.co.uk and leaving your comments.
- Viewing the draft document at Gillingham Library or at Gillingham Town Hall and leave your comments.
- Attending the open exhibition at the Town Hall from 10th - 16th June 12 noon till 6 pm, where you will be asked to complete a comments form.

If you are unable to do any of the above, please insert your comments in the box below and return it to: The Town Hall, School Road, Gillingham, Dorset SP8 4QR or Gillingham Library, Chantry Fields, Gillingham

Comments Form

Gillingham Neighbourhood Plan comments / views.

The Neighbourhood Plan 8 week Public Consultation begins on Monday 16 May.



HAVE YOUR SAY, RESPOND TODAY

Boxes for the comments form will be located at

Gillingham Town Hall, School Road, Gillingham SP8 4QR

Gillingham Library, Chantry Fields, Gillingham SP8 4UA

Exhibition at the Town Hall 10th–16th June 2016 between 12 noon - 6 pm

The following consultees were also informed by email or post:

- Bourton Parish Council
- Buckhorn Weston & Kington Magna Parish Council
- Churches Together in Dorset
- Cranborne Chase and West Wiltshire Downs AONB
- Dorset AONB Partnership
- Dorset Association of Parish and Town Councils
- Dorset Clinical Commissioning Group
- Dorset Council Council (*Wiltshire Council was not consulted as it was considered unlikely to be effected by the plan*)
- Dorset CPRE
- Dorset Learning Disability Partnership Board
- Dorset Local Enterprise Partnership
- Dorset Local Nature Partnership
- Dorset Wildlife Trust
- East & West Knoyle Parish Council
- Environment Agency
- Gillingham Chamber of Commerce
- Gillingham Primary School
- Gillingham School
- Gypsy And Traveller Liaison
- Highways England
- Historic England
- Homes & Communities Agency
- Magna Housing Association Limited
- Mere Town Council
- Milton on Stour Primary School
- Mono Consultants Limited
- Motcombe Parish Council
- Natural England
- Network Rail
- North Dorset Disability Action Group
- North Dorset District Council
- Scottish & Southern Energy
- Silton Parish Council
- Southern Gas Network
- Spectrum Housing Association
- St Mary's Primary School
- Stonewater Housing Association
- Synergy Group Housing Association
- The Dorset Chamber of Commerce and Industry
- The Stours Parish Council
- Wessex Water
- Wyke Primary School
- Zeals Parish Council

In addition the following key land-owning companies and individual landowners (as identified through a title deed search) were also directly notified:

COMPANIES

- Bellway Homes Limited
- Brayhill Limited
- British Telecommunications Plc
- Cancer Research Uk
- Coopers Property Holdings Limited
- Dextra Group Plc
- Forward Developments Limited
- Hexona Limited
- Hopkins Developments Limited
- Jacon Limited
- Kites Enterprises Limited
- Meadfleet Limited
- Neals Yard Remedies
- New Era Investments Limited
- Ruby Tzz Estates Limited
- Sydenhams
- Tanglewood Ltd
- Templar Transport Limited
- Thomas Firbank Removals Limited
- Christopher and Timothy Rose
- Dave Pearce
- David and Lois Wardle
- Desmond Thomas Ruddy
- Fiona Thomas, Philip and Elizabeth Ridgley and Judith Clarke
- Lee and Olivia Gosney
- Little Britten Limited
- Marion Jill Carpenter
- Martin and Jennifer Powell
- Michael and Sarah Surtees
- Mr P Sweeney
- Mr A & Mrs S Shaw
- Mr N & Mrs D Arnold
- Mr R Moore
- Mr R & Mrs S Clarke
- Mrs D Pitmman
- Nichola Susan Oakes
- Nick Bone
- Patrick Paul Sweeney And Jonathan Brian Gater
- Philip George Murray
- Robert Marsden Neely And Susan Jane Neely
- Russell Gray
- Samantha Roberts
- Susan and Donald Walker
- Thomas Arthur Fineman
- William and Deirdre Morley
- William and Catherine White

INDIVIDUAL LANDOWNERS

- Sherborne School
- Sigma-Aldrich Company Limited
- Avid and Carol Hookins
- Brian Edward Stiles
- Brian Hinsley

The issues and how they were considered are summarised in the table below, and presented to the Town Council at an extraordinary meeting held on the 13th February 2017. Note that comments are either attributed to statutory consultees or as made by members of the public and coded as CF (using comments form) OL (online) and given an identity number.

The main issues raised are summarised below:

- **Concerns about the level of development proposed** (being too high for the infrastructure etc to cope) – however the level of growth proposed in Gillingham is based on the adopted Local Plan, the main focus being the strategic southern allocation which as a strategic matter cannot be overridden by the Neighbourhood Plan.
- **Opposition to the proposed development on land at Bay** – although not specifically proposed in the neighbourhood plan, a planning application 2/2016/0149/OUT had been advertised in April 2016, and has since been approved by the District Council. The plan was updated to recognize this change and include a new section on the development of the land at Bay highlighting the local concerns and how these either have been addressed through conditions or the S106 agreement, and how other points of detail will be addressed through the draft policies in the neighbourhood plan.
- **Suggestions for greater clarity and precision** – these were largely made by North Dorset District Council, and a meeting held with the to understand their concerns and explore possible changes to the text and policies. Where changes were not considered necessary this is explained in the table. Additional work has been undertaken on the maps and these are provided separately due to the level of compression needed when using the software used to produce the written plan.
- **Concerns over localized flooding events** – although a specific policy is not required given current national and local plan policies, the decision to insert further information on known flood events was felt to provide a helpful addition
- **Concerns that Policy 5 would be too inflexible and not in conformity with the Local Plan** – whereas the policy and text had intended to provide greater flexibility than the current Local Plan, therefore the wording was checked and amended to convey this point
- **Concerns that Policy 7 would preclude employment uses on an existing employment site contrary to the Local Plan** – careful consideration was given to this point - the neighbourhood plan policies do not prevent continued employment use in this location, but want changes of use to be focused on the type of employment that would support the town centre economy. Furthermore the latest employment evidence produced on behalf of NDDC highlighted that there is more employment land than likely to be required, and therefore the approach is not likely to fundamentally undermine the Local Plan strategy, particularly given the choice of alternative sites.
- **The need for more detailed consideration of the walking and cycling routes** – the improvement of the network is likely to be a long-term project, and changes were made to update the plan where sensible suggestions were made, and the text updated to reflect that further negotiation and discussion will be required with local landowners
- **Suggestions for Locally Important Buildings** – these were considered and where appropriate added to the proposed list

	Comment	Response	Action adopted / agreed
General	In labelling a table it should be consistent with the number of tables that have been used before it and not conflated with the labelling of figures. The title description should encapsulate what is set out in the table. <i>North Dorset District Council</i>	Noted, however number used is sequential for all supplementary figures / tables to avoid too many identical numbers. Title descriptions have been drafted to be user-friendly	No further action
General	Policy criteria should be labelled e.g. a) b) c) <i>North Dorset District Council</i>	Agreed	Adopt sub-numbering for relevant criteria
General	Figures should be labelled as a Proposal Map, if this is the case (or labelled as an extract from a different map) include a legend and be of a sufficient size, scale and clarity for decision taking. To reflect its title it should also show the boundary to the neighbourhood area. <i>North Dorset District Council</i>	Agreed need for clarity – potential of use of A3 maps can be explored. NDDC assistance with mapping would be welcomed.	Maps to be refined to be of sufficient quality for decision taking
General	The NP refers to the Strategic Southern Allocation and this conflates the two terms of ‘Strategic Site Allocation’ and ‘Southern Extension’. Where this plan refers to the planned extension to the settlement it should use the term ‘Southern Extension’ as the draft Plan does not deal with the technical allocation. <i>North Dorset District Council</i>	Agree to using Southern Extension as the standard term	Amend the wording to refer to “Southern Extension” and not to “Strategic Site Allocation” throughout the NP.
General	References to evidence base in footnote format should be used throughout the document, as it is insufficient to have an evidence base but not refer to where and when precisely it has been used in the formulation of the draft Plan <i>North Dorset District Council</i>	Noted – references to supporting documents to be made clearer	Make reference to evidence base where possible and provide full list of supporting documents at the end of the plan
General	Design of NP. Request that descriptions be on plain white paper (with coloured border) rather than coloured paper, using black print, as this stands out better & is easier to read. (CF#39)	Noted. However, it is important that the NP is visually striking. The policies as currently coloured do stand out well and no one else has commented that they are difficult to read.	No further action
General	Involvement of surrounding communities. The plan	The surrounding parishes have been	No further action

	should involve not just the town of Gillingham, but also the closely surrounding villages, such as the Stours, Cucklington, Sandley and Bugley, in fact the whole area between the A303 and the A30 would also be interested! (CF#40)	consulted, but the NP can only cover those areas within the parish as the designated NP area.	
4 PF	4.3 This paragraph conflates two parts of paragraph 184 of the National Planning Policy Framework (NPPF). The ambition of the neighbourhood should be aligned with the strategic needs and priorities of the wider local area. and Neighbourhood plans must be in general conformity with the strategic policies of the Local Plan. Where the draft Plan refers to policies, as opposed to priorities, it should reflect the latter sentence. <i>North Dorset District Council</i>	This is a summary only intended for the general public. The NPPF is also referenced in paragraph 4.6	No further action
4 PF	4.7 refers to the number of dwellings planned for the strategic site allocation (SSA) as about 1,800 homes in total. This is an oxymoron as the figure cannot be both approximate and limited by a maximum. The North Dorset District Council's (NDDC) Local Plan Part 1 (LP1) sets out the housing figures for the district in the context of being 'at least' as the Local Plan Inspector required that the figures should not be interpreted as a maximum. Policy 21 sets out that the SSA will provide about 1,800 homes. Paragraph 4.7 should reflect this terminology. <i>North Dorset District Council</i>	Agree to use wording of Local Plan, the phrase was not intended to imply a limit	Remove words 'in total'.
5 VO	Figure 5.2 the overlay of text over the map should retain clear and easily read text print. The map should show up to date settlement boundaries. The text describing the key issues at Bay should be amended to say that the area has potential to be designated as a conservation area as opposed to saying that it is proposed. The formal proposal process has not yet commenced, and this draft Plan should not pre-judge	The GIS layer for the updated settlement boundary map has been requested from NDDC and they were not changed and have not been amended. Agree to clearer / corrected information on conservation area designation	Amend Figure 5.2 to be clearer and include revised settlement boundary. Use "potential" in description of conservation area designation ref Bay.

	that process. <i>North Dorset District Council</i>		
6 HF 1/2/6	More houses will need an increase in the already smelly sewage works CF #4, #39 More affordable housing will have an impact on schools – has this been considered? CF #4, Gillingham needs space to absorb recent development before more new housing built CF #37 Timing of, and specifics re road improvements in relation to the new housing (EXHIB 28,29, 30, 31,35, 37,51, OL28,OL36)	The main infrastructure improvements resulting from the bulk of new housing in the Southern Extension, such as improvements to sewage works, are to be addressed in the infrastructure delivery plan being negotiated by the consortium and the Gillingham Growth Board and that will be ratified by the District Council. No more housing is being proposed through the neighbourhood plan, and so any further provision and impacts will be considered through the Local Plan Review.	Insert in introduction to section 6: Due to the large amount of planning involved, all matters of infrastructure improvement necessary to support such a large and complex development are to be set out in a separate phased infrastructure delivery scheme agreed between the consortium of developers and the Gillingham Growth board and ratified by North Dorset District Council. This will include improvements to the road system, community facilities, education facilities, sewerage and drainage and consideration of the floodplain. The housing and infrastructure are expected to be delivered in carefully managed phases over 25 years. Clarify in 6.3 that further growth is not being proposed through a policy change in the neighbourhood plan
6 HF	I would like to see more cafes and more houses or flats. CF #14	This is addressed under policy 3 p 14 in relation to the town centre	No further action
6 HF 3/5 /8/11 /20/34	Gillingham is such a nice place already – please don't spoil it with too much development./ I hope no more large areas of agricultural land will be used for development. CF #21 #61 The 2,400 or so houses planned for Gillingham up 2031 (5,700 for the district) is a town the size of Wincanton and utterly unsustainable without a massive and complete rebuild of the local infrastructure. CF #37 Question the need for a housing development of 2,000	The level of growth proposed in Gillingham has been consulted on by NDDC over several years of preparation of Local Plan adopted 2016. Additionally consultations carried out by NP over 3 yrs did not detect substantial opposition to the housing allocation. These consultations established that the majority of people in Gillingham understand the need for new housing and	No further action

	houses and the addition of a population rise of 4,000 inhabitants to the town of Gillingham. An increase of 25%. CF #58 Increased housing and up to 4,000 new residents not welcome Email comments #43 Respondent put x next to first box on the home delivered leaflet outlining housing aspirations CF #59 Query about how people were consulted on what type/amount of housing is wanted. CF #37 Priority should be to develop Brownfield sites instead OF #20	the location of the majority of it in the Southern Extension was deemed acceptable and included in the Local Plan. There are not sufficient brownfield sites to cater for the level of housing need. National policy is clear that neighbourhood plans should not promote less development than set out in the Local Plan or undermine its strategic policies	
6 HF 4	I like P.42 – safeguarding of Bowridge Hill (against development) CF #24	Support noted	No further action
6 HF 9	The proposed housing and recreation area are exactly what Gillingham requires. CF #46	Support noted	No further action
6 HF 13 / 14	I would like to see more information regarding renewable energy and district heating. CF #17 All new housing should follow the sustainable building code. We need wind + solar provision at applicable source. CF #8	Evidence for support / interest in renewable energy has been demonstrated in previous consultations, and it would be appropriate to reference here how extensively it is covered in the Local Plan and nationally.	Insert new section at end of section 12 - subheading Climate Change and Renewable Energy, cross-referencing to Local Plan Policy 3 re making best use of solar radiation and passive cooling through the incorporation of passive solar design principles, measures to meet the current national targets for energy performance, measures to reduce water consumption, and measures to reduce the impact of excessive heat, and supporting text that makes clear developers are required to submit detailed design information setting out how the design principles (which include energy efficiency and adaptability) have been addressed.
6 HF	(We need) Housing for single people over 30 with no	The Local Plan will require a suitable	No further action

15	dependents. To buy or rent. CF #38	housing mix for the Southern Extension. In addition the mixed use development in the Station Road area and policy 3 refers to supporting first floor level housing in the town centre) which may be particularly suitable for people without dependants.	
6 HF 16	Madjeston Farmhouse has never been affected by flooding. Has consideration been taken with regards to flooding of Madjeston if the industrial estate is extended and the water run off down the hill into the river and with the many new houses that are being built close to the river. If so will developers/the council indemnify the residents of Madjeston against flooding? OF #43	This comment relates to land downstream of the Southern Extension and will be addressed in the flood risk assessment for that site.	No further action
6 HF 17	Added to this [Southern Extension is all floodplain] there seemed to be no mention of any plans to improve infrastructure, such as drainage. This is already a problem as the drains regularly overflow after rainfall. This will have to be addressed if you plan to attach a 'Wincanton' to Gillingham. Email comments #35	As above	Reference to infrastructure delivery plan proposed for inclusion in the introductory section.
6 HF 18	New developments should not be 'one road in, one road out', as Marlott Rd. CF #51	Although culs-de-sac are not desirable because of the in reducing traffic speed, disorientation / frustration this may not always be practical. However the general point on permeability could usefully be made	Insert reference to permeability in Policy 13 and supporting text, cross-referencing to important principles contained in MfS2
6 HF 19	Questions if affordable housing is really affordable OF #24	Although there is sympathy with this comment borne out by local experience it is not in the power of the NP to redefine affordable housing.	No further action
6 HF 24	Area due to be built on (Southern Extension) is all floodplain surely we shouldn't build there.	Southern Extension is not scheduled to build on flood plain, flooding including	No further action

	Email comments #35	surface water drainage is addressed in the Local Plan Policy 3, Policy 13 from 7.55	
6 HF 21 /22/26 /27/28 /29/30 /31/33 /35/36	<p>Opposed to houses at Bay CF #2, #63 #66 #67 #68 #69 #70 OF #15 #16 #18 #19 #20 #21 #22 #23 #25 #27 #28 #29 #31 #33 #34 #35 #36 #37 #40 #41 #42 Email comments #38 #39 #40 #41 #42</p> <p>Decision on houses at Bay should not be made until all information received from consultees CF #65</p> <p>Town Council Planning committee has gone against the spirit of the plan / local residents re Bay. OL#25 #27 #28 #37 #39</p> <p>Housing in Southern Extension should absorb the small no of houses proposed at Bay CF #49 #63 #70 #71 OF #12 #25 #36 #40</p> <p>Houses at Bay will exacerbate traffic problems CF #2, CF #35, #49 #63 #64 #68 #70 #71 OF #12 #15 #16 #17 #18 #19 #20 #23 #27 #29 #31 #33 #34 #37 #40 #41 #39 #37 Email comments #40 #42</p> <p>Traffic access problems/extra traffic pedestrian safety/children prevented from playing out OF #22 #19 #41</p> <p>Houses at Bay – building work traffic etc will have detrimental affect on the High St CF #49, OL#24</p> <p>Green Space/amenity land at Bay should be protected CF #63 #64 #66 #67 #68 #70 #71 OF #12 #15 #16 #20 #21 #23 #24 #25 #27 #28 #29 #33 #34 #35 #36 #37 #40 #39</p> <p>Email comments #38 #39 #40 #41</p> <p>Increased noise and pollution Email comments #42</p> <p>A reduced number of houses preferred so that the road can cope OF #17</p> <p>Proposal too dense for the space/please ensure plenty of</p>	<p>The planning application 2/2016/0149/OUT was advertised in April 2016, and has been approved by the District Council. This has highlighted many concerns about the proposed development at Bay, however the District Council had made clear that opposing the development here would create a conformity issue for the neighbourhood plan. Most respondents claim they were unaware of previous consultation on site’s inclusion of local plan.</p> <p>Some of the matters raised may be able to be address through design / mitigation measures (eg construction traffic and surface water drainage strategy). How the local and neighbourhood plan policies would apply to the reserved matters issues could usefully be set out in the neighbourhood plan.</p>	<p>Include new section on the development of the land at Bay highlighting the local concerns and how these either have been address through conditions or the S106 agreement, and how other points will be addressed through the draft policies in the neighbourhood plan. See detailed proposal.</p>

	<p>open green space OF #20 Email comments #42 Housing at Bay will exacerbate flooding/surface water drainage CF #63 #64 #69 #71 OF #15 #16 #18 #20 #22 #23 #30 #33 #35 #36 #40 #41#39 #42 Adverse impact on character of area OL#16 #27 #31 #34 Archaeological importance, loss of heritage OL#39 Better as allotments or cemetery. CF#2, #35 Would make a remarkable Town Park, especially with a bridge across the Shreen from the park into Barnaby Way. CF#47 Loss of distant views and buffer between Bay and town Email comments #42 The report describes the area of Bay as 'strong' in its sense of character, with 'high' sensitivity to major change. It also says that 'archaeological potential is 'high', with a potential 'for answering questions not only on the origins of the settlement at Bay, but also on the development of Gillingham town from its pre-urban landscape setting ...Archaeological investigations have also demonstrated the potential for the survival of prehistoric deposits in the area'. The benefit to the Town as a whole would be enormous if these aspects could to be explored sometime in the future. (OL#37)</p>		
6 HF 32	<p>Protection given to river corridors and integrated footpaths OF #40 #41 #39</p>	<p>Although most of these areas are covered as part of the green infrastructure network, the general principle of achieving better public access, improved biodiversity and flood risk management in the river corridors could be usefully included.</p>	<p>Amend Policy 21 to include reference to River Corridors in general throughout the plan area, and amend policy making clear that development will be supported that enhances public access to the river corridor environments, enhances their wildlife and landscape value and includes measures to improve flood management. Add explanatory note to text.</p>

<p>6 HF 49</p> <p>HF 37 /38/39 /40/41 /42</p>	<p>Whilst these green spaces have been identified primarily as public open spaces, the Town Council has also pointed out their function as a flood plain and potential source of infiltration (section 11). Whilst various green spaces are identified, GTC have not identified which of these open spaces also function as flood plains. Doing so may help support designations that seek to offer protection from development as well as informing users as to the degree of flood risk in the area.</p> <p>We expect to see identification of areas known by GTC to be at risk from flooding. All sources of flood risk should be considered for inclusion by GTC. This allows valuable local knowledge to be taken into account by developers and planning authority at an early stage and may enable some betterment to be achieved through redevelopment</p> <p><i>Dorset County Council</i></p> <p>Local concerns over flooding incidents noted at:</p> <p>The Shreen Water – can become blocked with broken trees and other debris, CF #71 OF #16</p> <p>3 years ago the river flooded badly and flooded a number of dwellings and blocked Bay Road to traffic. This flooding would have been worse had the sluice gates not been opened. OF #18 #22</p> <p>the Millhouse at the bottom of Barnaby Mead has water up to its walls, and surface water already flows into the gardens of Barnaby Mead and Bayfields OF #35</p> <p>problems arising from drainage of surface water into the Shreen, especially from the Gillingham School extensions as a result which Honeymead had to be underpinned OF #41</p> <p>Bay Road flooding OF #42</p>	<p>There is evidence of local flooding that could usefully be used to highlight particular local issues, to help ensure these do not get overlooked in the flood risk assessment of new development.</p>	<p>Include consolidated information on flooding as a new section (within green and urban spaces), with reference to the existing flood prevention policy in the Local Plan, national guidance and local knowledge of flood events. Amend objective to add “ Areas at risk of flooding will be avoided, and river corridors managed effectively for flood, biodiversity and recreation benefits”. Add new section to end of 11, detailing the local knowledge of flood events, use of green spaces for local flood risk management and details of measures that have worked well locally.</p>
<p>6 HF 44</p>	<p>6.1 the bracketed text (although because the land is owned by a lot of different people, it is unlikely that a large scheme will happen in the near future) poses an</p>	<p>The aims and objectives are aspirational this statement addresses practicalities and is not essential. This is addressed in</p>	<p>Delete text in brackets. Add “as part of a mixed use redevelopment as proposed in Policy 8” to 6.1 following ‘The other large site</p>

	issue without proposing a solution. Either the draft Plan should propose a solution or the text should be deleted. <i>North Dorset District Council</i>	the last paragraph of policy 8.	is the regeneration of the Station Road Area which could deliver about 200 new homes’.
6 HF 45	6.2 sets out that a specific piece of evidence is required. However, no justification has been provided as to why that should be so. There is no discussion around why a landscaping scheme would be more appropriate than another form of mitigation e.g. a design code. <i>North Dorset District Council</i>	Replace with new section setting out how the local and neighbourhood plan policies would apply to the reserved matters issues for the now permitted outline development.	See above - new section to be included on the development of the land at Bay highlighting the local concerns and how the general policies affected design and layout can address some of the outstanding concerns
6 HF 46	6.3 sets out that the draft Plan could be used as a mechanism to provide a policy permitting other sites to be built on that are currently policy constrained, but the suggestion stops there. The text should then explain whether this draft Plan has considered implementing that mechanism, describe and refer to what evidence has been considered and then conclude proposing a form of action. <i>North Dorset District Council</i>	Clarify that the NP has not recommended further sites in this plan as Gillingham has a significant level of development proposed through the Local Plan and further housing was not suggested by that local residents	Insert text to clarify that there has been no clear indication through the consultations on this Neighbourhood Plan that local residents wish to support more development than currently planned, or encroach further into the countryside, and therefore any further changes to the settlement boundary would need to come through the Local Plan Review
6 HF 47	Policy 1. The term larger sites should be defined and justified. <i>North Dorset District Council</i>	Previous definition of size of the site being 10 houses or larger was considered but not included, however this was not including pending discussion with developers – however despite requests to meet this has not been taken up. Given the guidance of 5%, this would sensibly apply to plots of 20 or more homes.	Insert “as a guide this means sites of 20 or more homes ” in the supporting text, and recognise that this is where practical (as it may not be possible in all cases – such as flatted development).
6 HF 48	Policy 2. Is insufficiently clear in what is expected of the decision taker. The word greater implies a comparison but does not specify what the lesser is. If the requirement to demonstrate flexible living accommodation to suit all needs means that the applicant needs to go above and beyond current guidance or regulatory framework, then this should be clearly set out and justified as to why the	The policy is not setting a requirement, but making clear that the decision maker should take such additional benefits into account in any planning balance. However agree that the policy and supporting text may benefit from further clarification	Amend text to the provision of higher standards of access for those with mobility limitations (compared to building regulation requirements), the inclusion of space that could function effectively for homeworking, and the ability for accommodation to adapt to meet changing needs (such as future use

	<p>current guidance or regulatory framework is insufficient. The caveat of those with mobility problems and the requirement of workspace and a high standard of broadband/mobile connection should be less narrowly defined and more flexible in order to encompass a wider range of possible needs and solutions.</p> <p><i>North Dorset District Council</i></p>		<p>of attic space, or subdivision to provide two smaller separately functioning units of accommodation). Reflect recent changes in Building Regulations (Part R), and clarify policy intent as encouraging. Amend policy wording to read “Where applicants can demonstrate that housing proposals will provide greater flexibility to adapt to changing needs of possible future occupants over and above building regulation requirements, such flexibility should be taken into account as a positive benefit in the assessment of the scheme”</p>
7 EC	<p>Apprentice and craft training (GIG 9) I would like to see apprenticeships and training opportunities for local people integrated into development and procurement plans. Rowntree Foundation have produced interesting report in these areas</p>	<p>Importance of local provision of apprentice and skill training can be strengthened in 7.3</p>	<p>Amend 7.3 to read “Maintaining and growing local employment is a key factor in supporting the attractive character and economic health of this small but growing town. Local provision of apprentice and skill training is integral to this (see Policy 15).”</p>
7 EC	<p>7.4 the list should be introduced as main allocated employment sites to differentiate with those listed in paragraph 7.5</p> <p>7.5 sites should be identified by where they sit within the overall spatial strategy i.e. whether they are rural and covered by the strategic Countryside policy, or whether they are located inside the settlement boundary.</p> <p><i>North Dorset District Council</i></p>	<p>Considered that current descriptions are adequate – they are taken from the employment land review plus local knowledge and are intended to reflect the current and planned provision. The general locations of these sites is also indicated on Fig 5.1</p>	<p>No action required</p>
7 EC	<p>7.7 should make clear that the examples of healthcare and leisure facilities are employers as opposed to employment uses. As this Plan will form a part of the Development Plan it should refer to ‘uses’ within the context of their land use class definition</p> <p><i>North Dorset District Council</i></p>	<p>Agree to clearer / correct information – term “uses that generate employment” preferred to employers</p>	<p>Amend wording to refer to uses that generate employment opportunities</p>

7 EC	7.10 should make clear that the planning issues referred to in the examples are ones of amenity and safety, respectively <i>North Dorset District Council</i>	Agree to clearer / correct information	Amend wording to add “creating an amenity issue” after the second sentence
7 EC	Policy 4. The terminology used in the title of the policy should be the same as that used in the policy and refer to existing employment sites as opposed to existing employment land. The criteria should reflect the explanatory text i.e. the first criterion should refer to significant impact on the amenity of surrounding uses and safety of users; and, be flexible rather than refer to a specific areas i.e. pedestrian and cycle network, which might be affected as this would be covered under the first criterion when referring to impact on safety of users. <i>North Dorset District Council</i>	Agree to clearer / correct information	Amend title to “Supporting improvements to existing employment sites” Add “in terms of amenity” to first bullet Add “in terms of safety and connectivity” to the second bullet
7 EC	7.14 is not considered to be in general conformity with Policy 11 of LP1 by placing further restriction of alternative uses on employment sites. The policy should not propose a single solution to permitting development, and should not require that solution to more than compensate a change to a permitted use Policy 5. Is not considered to be in general conformity with Policy 11 of LP1 and the policy requirements are unjustified <i>North Dorset District Council</i>	The policy and text is intended to provide greater flexibility than the current Local Plan, rather than being more restrictive, therefore the wording should be amended to convey this point. Second paragraph of policy may be considered to be encouraging and is covered in the supporting text	Amend para 7.14 to refer to scenarios to indicate that there are various solutions, and make reference to furthering the objectives of the Plan. Reword first para of Policy 5 to include reference to the other uses allowed for in NDDC Policy 11. Remove second paragraph of policy
7 EC	7.16 refers to a policy under the previous plan. The Gillingham Royal Forest policy GRF1 has been ‘saved’ and the correct reference to this policy should be reflected in the draft Plan Policy 6. reflect the explanatory text and the ‘saved’ GRF1 policy i.e. the second criterion should refer to provision or improvement of ‘low-key’ countryside recreational facilities	The saved policy extends beyond the NP and therefore although Policy 6 has taken on board its review as it relates to this area (as allowed under the Local Plan Appx A). Policy 6 is intended to ensure its project objectives are rolled forward insofar as they affect planning in the NP area. The final sentence on funding is to	Amend first sentence of 7.17 by adding “ within the rural parts of the parish” and replace final sentence of 7.17 with “ As such, the following policy has reviewed and carried forward the elements of that policy, in a manner appropriate to the neighbourhood plan area.”

	<i>North Dorset District Council</i>	be deleted to be consistent with other statements in the light of the lack of information on likely S106 funding levels from the Southern Extension and CIL.	
7 EC	Start up business spaces (OL 36) There is a marked lack of space for start-up or growing businesses, and I count my business within this spectrum – it has proved very hard to move the business on to the next planned expansion due to lack of available building in the town.	Already included in Policy 4.	No further action
7 EC	<i>Dorset County Council</i> Specific reference to Coop site and existing car franchise site on Cemetery Road (EXHIB 52) In an ideal world the old Co-op eyesore should be developed, as also the former car franchise on Cemetery Rd.	Policies 5 and 7 aim to provide an appropriate framework to encourage such redevelopment to take place.	No further action
7 EC	Natural England has no objection to the draft policies and in particular fully supports Policy 6 (ref Gillingham Royal Forest) which directly affects our interests. <i>Natural England</i>	Support noted	No further action
8 TC	8.5 should set out why, in planning terms, further development in the area will create a better and more vibrant town centre i.e. through enhanced linkages. <i>North Dorset District Council</i>	Agree to clarify the thinking behind the policy.	Include additional wording “ through enhanced pedestrian links connecting the station through to the High Street, providing an attractive environment where more people will want to spend time exploring and shopping”
8 TC	Figure 8.1 The Primary Shopping Area should be defined in addition to the Primary and Secondary Shopping Frontages and the Town Centre Boundary, in accordance with Policy 12 of LP1 <i>North Dorset District Council</i>	At the current time the Primary Shopping Area has not been defined, and it is hoped that this additional work will be undertaken through further study as part of the Local Plan Review. It is understood the District Council are commissioning a Retail Study.	Include reference in the supporting text to the further examination and definition of the Primary Shopping Area through the Local Plan Review.
8 TC	It should be ensured that the requirements and implications of the NPPF have been taken into account,	See commentary below re Policy 7	See commentary below re Policy 7

	<p>particularly bullet point seven of paragraph 23 and the glossary definition of edge-of-centre development in Annex 2.</p> <p><i>North Dorset District Council</i></p>		
8 TC	<p>8.6 consider how the text directs the decision taker to assess the purpose of the context</p> <p><i>North Dorset District Council</i></p>	See commentary below re Policy 7	See commentary below re Policy 7
8 TC	<p>8.8 consider the use of the term slightly uncomfortable in planning terms i.e. why should a town environment convey the feeling of slight uncomfortableness? Is it perhaps because it increases the perception of lack of casual surveillance and so designs in crime. Use spatial planning terminology where possible and appropriate</p> <p><i>North Dorset District Council</i></p>	<p>Agree to clarify that the issue is the perceived lack of surveillance which can make an area feel deserted and increase fear of crime.</p>	<p>Amend final part of sentence to read “where footfall levels may be low at central times of the day or evening, such designs can also contribute to a feeling that the area is deserted, and the perceived lack of surveillance can increase fear of crime”</p>
8 TC	<p>Policy 7. Should have the word ‘boundary’ in the title. Consider the decision takers interpretation of the policy e.g. replace the word adjoining with ‘neighbouring’ at the end of the first paragraph, and replace the words conversion of with ‘provision of’ at the beginning of the third paragraph. These changes could overcome a possible situation where a potential nuisance may emanate from a property that has no adjoining neighbours, but neighbours within a very close proximity may be adversely affected. Also the provision of residential dwellings on upper floors considers the scenario of a new development, whereas the conversion only considers the scenario of an existing building.</p> <p>The final sentence of the third paragraph is not considered to be in conformity with Policy 11 and Policy 17 of LP1 which retain the ‘saved’ employment allocations, in particular for the Station Road Area, whilst setting out the type of mixed-uses which would be acceptable on the site and where employment (B class) uses will be permitted.</p>	<p>Agree that the insertion of boundary and use of ‘neighbouring’ and ‘use of’ provide greater clarity.</p> <p>The employment area around Station Road provides considerable scope for meeting future town centre needs, and therefore has been included in the town centre area. At the current time there is no evidence to clearly show that additional land needs to be allocated, but it is clear that the vibrancy of the town centre could be undermined through the type of noise and disturbance that can be created by general industrial and large-scale storage / distribution uses. This is why a more flexible approach may be appropriate for the Station Road employment site that takes into account these factors. The NP policies do not</p>	<p>Add boundary to title, amend ‘adjoining’ to read ‘neighbouring’, and ‘conversion’ to ‘use’ and update wording as suggested.</p> <p>Amend text in bracket to read “particularly in the replacement of unsympathetic modern developments” and add “or through supporting the potential relocation of the more unneighbourly employment uses to other key employment sites”</p> <p>Make clearer in the text that the Station Road area provides scope for town centre uses - reference on this point should be made in section 7 which describes the main employment sites which are expected to continue as such, and in para 8.4</p> <p>Amend Policy 7 to refer to make clear that uses that generate unpleasant emissions, excessive noise or vibration levels, or significant levels of lorry movements, will be</p>

	<p>Alternative wording could be supplemented, such as 'Employment uses such as offices will be encouraged, however general industrial and storage / warehouses are not considered appropriate as predominant uses in the town centre area'.</p> <p><i>North Dorset District Council</i></p>	<p>prevent continued employment use, but is looking to encourage uses in this location that support the town centre economy. Furthermore the review of saved policy GH13 is allowed to happen through Neighbourhood Plan as specified under the Local Plan Appx A, and therefore this should not be a conformity issue per se.</p>	<p>resisted unless it can be demonstrated that there will be no adverse impact on the town centre environment, particularly in terms of amenity and safety of the main pedestrian routes through the area.</p>
8 TC	<p>Hotel. Interesting idea about new hotel. (CF#9)</p>	<p>The potential for a hotel is reflected in Policies 7 and 8</p>	<p>No further action</p>
8 TC	<p>Public amenities. More public houses, coffee shops, restaurants. (CF#59)</p>	<p>This would be supported in the town centre and local centres</p>	<p>No further action</p>
8 TC	<p>CCTV Suggested installation of CCTV</p>	<p>CCTV is already provided, and is not within the remit of this plan.</p>	<p>No further action</p>
8 TC	<p>New shops (EXHIB 38, 46,55, LIB 59, 60) Expressed need for High Street names. Small individual shops have closed There are interesting specialist shops such as clothing, household & food such as bakery & greengrocers. [commenter adds] and a nice pub!</p>	<p>Policy 7 has been drafted to provide opportunities for new retail units within the town centre</p>	<p>No further action</p>
8 TC	<p>Policy 8. Caveats should not be used in policy, as per the bracketed text which appears in the first criterion, but should be discussed in the supporting text, which they are. Suggest bracketed text which appears in the first criterion should be deleted. The fourth criterion reads as though pedestrian linkages are defined in one direction and within a limited space. Suggest replacing text linking from the station to the High Street with 'linking the station with the High Street'. The fifth criterion sets out that new retail frontages will become the new primary and secondary shopping frontages. Is this instead of the existing primary and secondary frontages identified on Figure 8.1?</p>	<p>Caveat is considered useful to clarify that this would be supported but is not intended to be read as a requirement in light of the absence of developer interest Agree to clearer / correct information for fourth and fifth criterion There are examples in recently adopted local plans of the production of guidance being included in policy, and therefore this is considered acceptable in this context.</p>	<p>Amend fourth criterion by deletion of 'from', and amend fifth criteria to read "... which will become part of the primary and secondary shopping frontages"</p>

	<p>Clarification and justification is needed for this criterion. Intent to produce documents should not form a part of primary policy. The final sentence of the policy should be moved out of the box and inserted following the existing text in paragraph 8.11. Paragraph 8.11 will then describe the issue and the proposed solution</p> <p><i>North Dorset District Council</i></p>		
8 TC	<p>8.14 the historic Town Square and Town Meadow should be clearly defined on a map and a cross reference made in this paragraph.</p> <p><i>North Dorset District Council</i></p>	Agree to clearer / correct information	Annotate Figure 8.1 to show these locations
8 TC	<p>8.18 sets out that retail units should be no more than 200m² (which would be above the average size of a typical local retail unit). A justification should be provided as to why the guide size is an increase to that already accepted and also why this differs from the glossary definition on page 408 of LP1.</p> <p><i>North Dorset District Council</i></p>	The Local Plan glossary refers to under 280 square metres, which means that such premises are not covered by Sunday trading restrictions, and the NP can be amended to bring it in line with this definition	Amend size guidance to read no more than 280m ²
8 TC	<p>Figure 8.2 (and 9.3) the title refers to local neighbourhood centres whereas the supporting text differentiates between local and neighbourhood centres. The New Southern Neighbourhood Centre should also have the title amended in order to be consistent with both the supporting policy text and the text used in the strategic site allocation policy to 'New Southern Local Centre'.</p> <p><i>North Dorset District Council</i></p>	Agree to clearer / correct information	Use term local centre to be consistent with LP glossary definition throughout the Plan, including Fig 8.2
8 TC	<p>Policy 9. The last sentence is negatively worded. Policy should be positively worded where possible and an alternative wording is suggested 'The retention of town centre uses in the defined local and neighbourhood centres will be supported'.</p> <p><i>North Dorset District Council</i></p>	Policy 9 is generally positive, but needs to be clear where certain development would be resisted otherwise their loss may be interpreted as policy-neutral.	No further action
8 TC	<p>Welcome proposed policies which seek to maintain the</p>	Support noted	No further action

	town centre as the economic hub and focus for retail and employment development. These measures should support sustainable development and reduce the need for reliance on the private car. <i>Highways England</i>		
9 TR	Welcome proposed policies which promote the need for improved transport infrastructure and the creation of a public transport hub around the mainline railway station, and protect and enhance pedestrian and cycle routes. These measures should support sustainable development and reduce the need for out-commuting and the reliance on the private car. <i>Highways England</i>	Support noted	No further action
9 TR	Policy 10. As the final paragraph is in reference to consultation which happens prior to planning applications being submitted, the text should be extracted out of the policy box and inserted following the existing text in paragraph 9.5. <i>North Dorset District Council</i>	There are examples in the recently adopted North Dorset local plan of consultation requirements (eg Policy 24 - Developers will be required to engage with the local community and offer realistic opportunities for local people to influence development proposals where practical and feasible to do so), and therefore this is considered acceptable in this context. However the policy test could be clarified.	Rephrase final paragraph as “Where development is proposed within the Station Hub area, early consultation should be undertaken with Dorset County Council, Network Rail, rail, bus and taxi operators, North Dorset District Council and Gillingham Town Council to ensure that adverse impacts on the operation of this transport hub are avoided”
9 TR	Figure 9.3 The circular identification of New Southern Local Centre should be moved further northwards and inside of the settlement boundary <i>North Dorset District Council</i>	Agree to clearer / correct information	Amend map diagram to reflect draft masterplan location
9 TR	Bus /train connections and services (EXHIB 12,13,40) The bus service available is so limited and should be improved. Bus services don’t currently connect with the trains.	Bus and train service schedules are not something the neighbourhood plan can require through its policies. The aspiration for more effective links is contained in the supporting text.	No further action

9 TR	Parking to south of Station (EXHIB 24, LIB 59) There is a strong need for more parking near the station – possibly on southern side. Plus development of help for elderly & handicapped at the station. Train station parking is scarce.	Fig 9.1 includes land to the south for such improved provision.	No further action
9 TR	Suggested development of a bus station (CF 40)	In the plan already at Policy 10 – support noted	No further action
9 TR	Parking specifics (GIG 10,OL7) A one hour ‘free parking period’ in car parks away from the Transport Hub may encourage outlying shoppers to Gillingham town centre. Perhaps consider a change to free short term parking, whilst maintaining a charge for longer periods.	The Neighbourhood Plan policies cannot influence parking charges, however potential benefits of cheaper or free parking to the town centre economy can be mentioned in the supporting text.	Insert new paragraph in the supporting text “The Mary Portas Review made clear the importance of a flexible, well communicated parking offer for the success of the high street. Although parking charges are not something that can controlled through planning conditions, those organisations that provide the various public and customer parking areas around the town centre are encouraged to work together to ensure that the pricing of parking for visitors is clear and either free or reasonably cheap, so as to ensure the town centre remains a popular destination.”
9 TR	One way traffic suggestion (EXHIB 13) Need for by pass (GIG7,EXHIB 27, 56,OL6) New rail crossing (LIB 32) Traffic calming (OL 4,5,39) Improvements to existing pavements - along Shaftesbury Road, along Thorngrove to Town centre etc (CF#21 CF#56)	These issues can be examined and if appropriate progressed outside of the Neighbourhood Plan	No changes to the plan - suggestions to be passed to GTC Traffic Management Group to consider forwarding to relevant bodies of they raise new ideas.
9 ENV	There is no RoW through Gillingham school grounds (CF#17) Objects to foot/cycle paths across his land at Kings Court but accepts the NP's ambition to have them. (CF#11) A path to provide safe pedestrian/cycle access, avoiding junction of B3081/Longbury Hill Lane, to the Rugby Club	The supporting text makes clear that some of these routes are aspirational but the intention of the Town Council is to work with the local landowners and the County Council to bring these new or improved routes forward – and this can	Clarify in text that exact alignment will depend on agreement with the landowner Include extension of Footpaths N64/64 and N64/65 from their eastern end at Milton Lane eastwards across farmland to NDRFC clubhouse, and upgrading to cycleway. Add

	(CF#19). Omission of the existing footpath (N64/2) alongside the pond. (CF#25) Question of safety re the western routes footpaths (CF#25) Milton-on-Stour “improve pedestrian/cycle links into main town”	be clarified further in the supporting text. Suggestions for improvements have been examined and where practical incorporated into the plan. Safety concerns about western routes not understood – but safety issues will be taken into account in the detailed design.	N64/2 as a “Rural link” Replace Fig 9.3 with more detailed map and table describing the proposals in greater detail.
9 ENV	We suggest that the planned cycle path exiting onto Common Mead Lane be rerouted (CF#60)	The Neighbourhood Plan is not proposing a cycle path in this location.	No further action
10	Gillingham needs re-cycling depot (CF#20) It would be helpful if the Gillingham Neighbourhood Plan could refer to the need for an improved Household Recycling Centre (HRC) to serve the towns of Gillingham and Shaftesbury, to reflect the Gillingham Urban Extension Master Plan. The emerging preferred site, included in the 2016 Draft Waste Plan consultation document, is at Brickfield Business Park and would replace the current HRC at Wincombe Business Park, Shaftesbury <i>Dorset County Council</i>	Agree that reference to this proposal would be useful in the plan, although as a waste matter It is not something that can be included within a neighbourhood plan policy.	Include new section after Policy 16: “Household recycling centres help local residents recycle their waste in a sustainable manner. An improved Household Recycling Centre is being planned, to serve the towns of Gillingham and Shaftesbury, and the 2016 Draft Bournemouth, Dorset and Poole Waste Plan identifies the preferred site within the proposed extension of the Brickfield Business Park, replacing the current facility at Wincombe Business Park.” Add to 7.14 “At the time of drafting the extension to the Brickfields Business Park had been identified as the preferred location in the Draft Waste Plan for a household recycling centre, and this would potentially be a suitable alternative community use ”
10	It should also be noted that there is a need to expand the existing Gillingham Sewage Treatment Works due to the expansion of the town. Land to the north west of the existing facility is included in the 2016 Draft Waste Plan to accommodate this expansion <i>Dorset County Council</i>	This potentially impacts on the proposed allotments at Common Mead (although there is no planned overlap) and therefore should be highlighted in para 11.17	Reword final sentence to read “In addition, an area of land at Common Mead has been identified that should be able provide suitable land for allotments (as shown in Figure 11.4), with the southernmost extent potentially restricted by the future expansion of the existing Sewage Treatment Works as

			included in the Waste Plan. If necessary the further provision of allotments may be supplemented by provision to the north and west of the town (in the areas of search shown in Figure 11.2). Parking and recycling should be included within these sites.”
10.4	<p>Health provision. New health/medical facilities. If new surgery built on SSA, must close Barn Surgery. Too old, access impossible to older people. Healthcare. Report page 28 §10.4 refers to 2GP surgeries but they are both owned by same partners. More accurate to say “1 GP partnership with 2 surgeries”. §10.6 should therefore say in my opinion, “... a need for a new GP practice, with surgery located in new neighbourhood centre ...”. (CF#12, CF#13, CF#53, CF#58, CF#62)</p> <p>Hospital. New major hospital could be built to save local people having to travel tens of miles to the existing hospitals, and minor health stations in the area. (CF#40)</p> <p>Hospice. In addition to my previous comments and personal experience I feel that there should be a need for an Hospice in the NDDC area. This could be included in the facility outlined in my previous comment. If new build on Chantry Field is considered as too expensive then there are two buildings in Queens Street, currently legal squats, which could be adopted and bring into a new lease of life. (E#36)</p> <p>Health provision. Provision for health care in Dorset critical – one could ask, why should North Dorset be neglected. Rely on Salisbury or Yeovil for Maternity health and A & E provision. Southampton for some treatment care. Can be directed to Shepton Mallet, Frome and Bath. Have small provision in Shaftesbury at Westminster Hospital. Doctor appointments stretched and primary care covered with a non-funded Air Ambulance service. (CF#58)</p>	<p>Clarify wording re how GP practice currently operates</p> <p>Policy 14 covers the provision of health (and social) care, based on the Local Plan and discussions with service providers. It is clear that the specific details of future provision are still being worked out by the CCG.</p> <p>In the context of the CCG review, we need to be positioned to support the most appropriate solutions for expanded GP, Healthcare and Social Care facilities and services, and the policy should recognise that this is not limited to the needs of SSA residents.</p>	<p>In 10.4 replace “two GP surgeries” with “one GP practice with two surgeries”</p> <p>Amend second part of Policy 14 to read “A suitable building (with associated land) for health and social care provision will be delivered in the neighbourhood local centre of the strategic Southern Extension, to serve help meet the expanding health and social care needs of the Neighbourhood Plan area and, potentially, neighbouring towns and villages.”</p> <p>Add to 10.6 “The Dorset Clinical Services Review was launched in October 2014 in response to major challenges which face health and care provision, including a growing population with more people living longer, an increasing demand on services and a potential funding gap of more than £150m per year by 2020. The review is still ongoing but it will be important that decisions on future provision of the healthcare service take into account its conclusions when they become available.”</p>

	<p>10.6 the assessment of the current capacity in health care provision should be correctly referenced and its conclusions discussed within the context of the proposed draft policy.</p> <p>North Dorset District Council Policy 14 the final sentence is inconsistent with Policy 21 of LP1 by introducing inflexibility to delivery methods whilst not recognising the broad scope of the proposed provision of services.</p> <p><i>North Dorset District Council</i></p>		
10.4	<p>Impact of increased traffic congestion on health and safety The plan does not offer any serious solution to the traffic congestion which threatens to make our town unpleasant and hazardous to live in. Unchecked, the ultimate result will be more noise, and more seriously , emission of toxic and carcinogenic vehicle exhaust fumes now known to reduce lung growth in children and heart disease and lung cancer in adult residents living up to 50 metres from busy roads. (OL#10)</p>	<p>There is no evidence to suggest that current levels of pollution in Gillingham are significantly increasing health risk. However a request could be made for air quality monitoring if this is not already being actioned by the environmental health professionals.</p>	<p>No changes to the plan – suggestion to investigate air quality monitoring to be passed to GTC to take further</p>
10.7	<p>Education. There is no reference to the extension of St. Mary's Primary School prior to a brand new school being opened. (CF#15, CF#58)</p>	<p>This is included in paragraph 10.9.</p>	<p>No further action</p>
10.7	<p>New school/expansion of educational facilities. Secondary school – size of classes? 30, 40, 50 pupils? Able to keep quality teachers due to the frustration of attention spans? (CF#12, CF#13, CF#58)</p>	<p>This is not a matter than can be addressed through the Neighbourhood Plan</p>	<p>No further action</p>
10.7	<p>St Martin's. Firmer plans needed re Queen St (old adult education premises). (CF#9)</p>	<p>There is no specific plan for how St Martin's House should be used in the future – the NP does not preclude its continued use for Further Education, e.g. for use by students in Gillingham Sixth Form under Policy 15, but this will depend on the service provider.</p>	<p>No further action</p>

10.7	Policy 15 The final sentence is inconsistent with Policy 21 of LP1 by introducing inflexibility to delivery methods whilst not recognising the broader scope of the proposed provision of services. <i>North Dorset District Council</i>	Agreed – the wording should not be inflexible in this respect.	Replace last sentence with “Expansion of St Mary the Virgin Primary School (from 1 form entry to 2) and a 2 form entry primary school, or suitable alternative provision, will be delivered to meet the needs arising from the Southern Extension.”
10.10	Community Hall. If community hall is built near RiversMeet there won't be sufficient parking. (CF#24)	The issue of parking is addressed in part through Policy 11. However the issues directly associated with Hardings Lane could usefully be explained in the supporting text both in that chapter and section 10..	Amend final sentence of 9.8 to read “Hardings Lane, just outside the town centre area, is one such example, where the incremental increase in the education and leisure facilities has not always been fully matched by increased parking provision in the past, and changing transport arrangements (such as the withdrawal of bus transport for sixth formers) has added to car-based trips” Add to the end of 10.11 “The provision of parking for any such facility in the Hardings Lane area should fully meet the projected parking requirements, and if possible take the opportunity to provide additional space, given the existing shortfall of parking in this general location.”
10.10	Community Hall. Wider choice of locations needed. Hardings Lane site is uphill which is challenging for mobility issues. A location on the flat would be preferable. (CF#9)	Hardings Lane has only a slight gradient and there is disabled parking next to the RiversMeet Leisure Centre, and several areas suggested for community halls in Policy 16. Any new building will be DDA compliant.	No further action
10.10	Facilities for young people. There's strong provision for adults – need to be careful not to forget the youth. (CF#21)	Table 10.1 includes the Youth and Community Centre and Scout Hall, but the section should include explicit reference to provision for young people.	Add ‘including provision for the youth’ at the end of 10.10.

10.10	10.11 The consultations referred to should be accurately cross referenced and identified within a footnote. The minimum size measurement set out in the text should be evidenced and justified. <i>North Dorset District Council</i>	The proposed minimum size measures are based on Sport England model standards that are also compatible with the footings already established at the location. This can be clarified in the text.	Amend 10.11 to read “The suggested minimum size is 16 x 23m, which reflects the current footings at Hardings Lane and provides for a community hall model layout illustrated in Sport England guidance.” And insert Sport England diagram
10.10	10.12 consistency with terminology needs to be maintained re local centre. <i>North Dorset District Council</i>	Agree to clearer wording	Use local centre wording in 10.12
10.10	Policy 16 The final sentence is inconsistent with Policy 21 of LP1 by introducing inflexibility to delivery methods and additional provision of services which have not been evidenced or justified. <i>North Dorset District Council</i>	Agree to clearer wording	Delete “a suitable building (with associated building) for”
10.13	10.13 Justify the statement that facilities valued by the community need to be protected in perpetuity within the context of potential change over the plan period. Or alternatively the statement needs to be changed to reflect the evidence such as that facilities valued by the community will need to be adaptable to any changes over the plan period. <i>North Dorset District Council</i>	Agree the wording should reflect the need for these to adapt is community needs change	Amend wording of 10.13 to read “Community facilities need to be protected and allowed to adapt to continue to provide these essential services over the plan period”
10.13	10.14 needs to explain and justify what the parameters are to the resistance of loss to community facilities. Criterion a) b) and c) need to be evidenced and justified. <i>North Dorset District Council</i>	The criteria are general common sense based on factors that would help the decision-maker understand the likely impact of that loss. This can be clarified in the text.	Amend last sentence of 10.14 to read “...so that that the impact of such a loss can be more readily assessed” and amend first criteria to read “The general level of use, ideally showing records over...”
10.13	Disability access. Better disability access needed to Slade and CAB. (CF#9)	CAB is now compliant. The NP can only impact on planning consents and so has no power to insist on better disability access to existing buildings.	No further action
10.17	Post Office. There is no post office in Milton on Stour – Figure 10.3 (CF#25)	The wording was not intended to convey that there was a PO within the Milton on	Amend text to read “...and local stores (without Post Office facilities) at Lodbourne

		Stour local stores, and this had been incorrectly mapped	and Milton on Stour” and delete PO symbol from Figure 10.3.
11 ENV	Not practical to have skateboard park & multi-use games areas within 700 metres of people’s homes (Table 11.1) – one for the town (CF#24)	Reference is to a standard (2015 FiT), and this is considered an appropriate standard for the area.	No further action
11 ENV	Figure 11.4 “Green Spaces ... Additional Allotments”, we object to its allocation for Additional Allotments (loss of productive agricultural land) (CF#60)	The use for allotments would continue the productive use of this land	No further action
11 ENV	No building on Chantry Fields, ideal recreation area (CF#13) Chantry Fields would be worth purchasing for the community (CF#30 #53) Serious consideration should be given to creating a traditional park at Chantry Field. (CF#34)	In order to avoid confusing the use of the term “Chantry Field” should include reference to the location north or south of Le Neubourg Way. The Chantry Fields in Table 11.3 are North of Neubourg Way, and GTC land. The area to the south is in private ownership, but is subject to the saved Local Plan policy GH16 which proposes it as an informal recreational area with tree planting and landscaping to improve the visual aspects of the land (with Policy GH21 reserving an area of land closest to Neubourg Way for a potential community hall). The use of this land for informal recreation is still relevant, and if the community hall site is no longer required, the area of land adjoining the road would also be most appropriately used for informal recreation. A recent appeal decision on this land clarified that alternative uses such as housing would be inappropriate due to the odour impact of the sewage treatment works. However although clearly much valued by local	Revise wording to clarify area references to Chantry Field concerned. Amend final sentence of 11.16 to read “This was originally identified in the 2003 Local Plan, and the need for further informal recreation space has not been met elsewhere since. A small portion of the field adjoining the road was not included in this designation, as it was reserved as an option site for the community hall. It would still meet this criteria, but given the preferred location for such a facility is at Hardings Lane, and the increased need for informal recreation space, this plan makes clear that in the event that the site is not required, it should similarly be protected for informal recreation. A recent appeal decision (2014/0916/OUT) confirmed that a very considerable area of the land is not suitable for residential development due to odour from the sewage treatment works” Add to 11.26 “ Future consideration will be given to the potential designation of Chantry Fields (South of Le Neubourg Way), once its future use for information public recreation

		people (as evidenced by the objections of the recent planning application) until the public use of this land is fully secured, its designation as a local green space is considered premature. These points could usefully be clarified in the text.	is secured under Policy 19” Amend penultimate sentence of Policy 19 to read “Further provision will be met through the delivery of the informal recreation proposal for Chantry Fields (South of Le Neubourg Way), which is to be protected for this use (although the area adjoining Le Neubourg Way may if required be developed for a community hall in line with Policy 16). ”
11 ENV	Colesbrook historically has much more in common with Milton-On-Stour and consideration should be given to allowing development of the land between Colesbrook and Milton-On-Stour to allow these two villages to merge. (OL#14)	Colesbrook has already merged with Peacemarch and is contiguous with Gillingham town. Allowing built development here would effectively merge M-on-S with Gillingham, counter to retain their distinction.	No further action
11 ENV	Forest Deer is it all farmed or gardens? A policy on its management/use? (CF#24).	The management of this registered commonland does not fall within the remit of a neighbourhood plan	No further action
11 ENV	Neighbourhood Plan should propose priorities in its summary. Open/green spaces + heritage being 2 in my opinion. (CF#53)	This would require further consultation to establish community consensus and is not necessary	No further action
11 ENV	11.6 suggests that it expects that a town that has grown over many hundreds of years should reflect modern standards of provision for green space. The parameters of the assessment need to be clarified and justified i.e. was the whole town assessed, or was it just ‘new’ development and if so what is the definition of ‘new’? <i>North Dorset District Council</i>	The whole town was assessed against the specified standards and through reference to the Burden and Atkins reports.	No further action
11 ENV	11.7 The longer term should be defined. The possibility to plan and bring forward accessible green space as funds allow should be justified i.e. define what type and how much accessible green space is required and where and what funds will be pursued to support this and what the	Clarify the longer term is to the end of the plan period, ie to 2031 should be to 2031. The justification for the green space provision is set out in the chapter, primarily Table 11.1, and the	Insert “(to 2013)”

	limitations are to the approach. Define allocations on a proposals map <i>North Dorset District Council</i>	locations are mapped	
11 ENV	11.13 adds hope value without providing context. Suggest adding the word 'Limited' at the beginning of the sentence. <i>North Dorset District Council</i>	Agreed, although further clarification may be through the finalisation of the Southern Extension infrastructure delivery schedule.	Add "Limited" at beginning of sentence and "in addition to the provision made through the Southern Extension" to follow
11 ENV	Policy 18 Final sentence could be worded more clearly <i>North Dorset District Council</i>	Agreed need for clarity	Amend Policy 18 last sentence to read "Further land for formal sports across the neighbourhood area will be required, and should be located within the areas of search identified in Figure 11.2."
11 ENV	Figure 11.4 Any departure from the adopted Proposals Map for Gillingham or any allocation proposed as a replacement should be evidenced and justified e.g. policy GH21. <i>North Dorset District Council</i>	This is not considered to be a departure from the plan. The situation regarding the community hall should be more clearly stated.	See above changes (under Chantry Fields)
11 ENV	11.15 should include correct reference and terminology for the current masterplan for the southern extension. <i>North Dorset District Council</i>	Agreed need for clarity	Amend start of the third sentence to read 'The consultation draft masterplan framework for the southern extension...'
11 ENV	Policy 19 In the first paragraph insert the correct reference alongside recommended standard e.g. FIT. Evidence and justify requirements set out in second and fourth paragraphs. Evidence consultation with landowners i.e. Chantry Fields. <i>North Dorset District Council</i>	The basis for the standards is already referred to in 11.6 All landowners have been sent a letter notifying them of the consultation.	No further action
11 ENV	11.17 Provision of allotments should use consistent terminology with that set out in Policy 15 and Policy 21 of LP1 i.e. one standard allotment plot for every 60 people in a settlement and 75 half sized plots at the southern extension. Policy 20 The calculation used in the first sentence should be clarified within the context of the supporting text and,	The policies in the Local Plan are not specific, and the guidance is in the Local Plan text (7.139 and 9.84). The average occupancy levels in Gillingham (2.3) have been applied to give clearer guidance on allotments per xx dwellings, and this can be made clearer in the text.	Amend Table 11.1 to "At least 16 allotments (about 0.4ha) per 1,000 people" which equates to one standard allotment plot for every 60 people. 11.17 add to end of 3rd sentence "(based on the North Dorset Local Plan guidance of one standard allotment plot for every 60 people),

	if different to that, then explained. <i>North Dorset District Council</i>	Given that 9.84 does not make clear that the 75 plots in the SA are to be half-size, and 1800 homes would require in the region of 69 full-size plots, a more pragmatic approach was taken based on the draft MPF which refers to 1.1ha or 75 half-sized plots), which allows for negotiation for some off-site provision if the requirements are to be met.	which equates to one full sized or two half sized plots for every 26 homes (given average occupancy is about 2.3 people per dwelling)". Amend 4th sentence to read "Some provision (at least the equivalent of 75 half-sized allotment plots)..." and Insert additional sentence "However at this level, this would not provide the full amount normally required. " which then leads into alternative sites. Amend policy 20 to "every 26 dwellings"
11 ENV	Policy 22 should be illustrated on a Proposals Map. <i>North Dorset District Council</i>	This is shown in Figure 11.4 as referenced in the Policy	No further action
11 ENV	Cemetery. New cemetery needed. (CF#40)	This is included in Policy 22.	No further action
11 ENV	11.24 The District Council is undertaking a review of all IOWA designations district-wide. It will only de-select any IOWA designations on the basis that the evidence provides, and not necessarily all from the parish. The text of this paragraph and the subsequent unlabelled text box should be amended to reflect this. <i>North Dorset District Council</i>	Noted – most of the IOWAs are proposed for protection under other policy areas however if any areas are not protected and NDDC in their review consider them to be worthy of protection, then no objection would be raised to their continued protection in the context of the findings of this plan.	Delete 11.25 and boxed text.
11 ENV	11.26 the technical work which supports the identification of important gaps identified in a review should be correctly referenced. <i>North Dorset District Council</i>	Agreed need for clarity	Insert reference to the Gillingham Open Spaces and Landscape Assessment Report Nov 2003
11 ENV	Policy 23 should correctly refer to the title of the adopted standards used. <i>North Dorset District Council</i>	Agreed need for clarity	Amend Policy 23 to refer to adopted standards 'referred to in the North Dorset Local Plan'
11 MS8	References to Neal's Yard should be Neal's Yard Remedies	Update to remove text errors	Update to remove text errors
11 ENV	Natural England has no objection to the draft policies and in particular fully supports Policies 21 and 23 which directly affect our interests.	Support noted	No further action

	<i>Natural England</i>		
12 DES	12.4 Was it not the Gillingham Town Design Statement which identified the eight distinctive character areas, as opposed to the NP group. <i>North Dorset District Council</i>	The areas were originally identified in the TDS but this work did not include Milton on Stour and Colesbrook, which have been added given the extent of the NP area	Refer to Town Design Statement and that work as part of the Neighbourhood Plan has extended this to include Milton on Stour and Colesbrook
12 DES	Design code to apply to New Retail and Commercial Buildings (EXHIB 46,55, OL39) E.g. What plans exist to screen any future development/have it painted in more sympathetic colours?	Agree it should be clearer that design policies relate also to non-residential buildings.	Add to end of 12.5 “These are intended to be applied to all new buildings, not just new housing developments.”
12 DES	12.14 The final sentence of this paragraph is not enforceable. The sentence needs to be re-worded e.g. ‘Important hedgerows should remain in the public domain and not be incorporated into private curtilage in the design of new developments’. <i>North Dorset District Council</i>	Agreed need for clarity and precision	Amend final sentence to read “Important hedgerows should remain in the public domain and not be incorporated into private curtilage in the design of new developments”
12 DES	Subjectivity of NP. My concern is that all the excellent ideas are rather subjective. One person’s well designed property would be an eyesore to someone else. However this is a good base to work from – I only hope planners/builders give it due attention. (CF#41, CF#44)	Noted – the policies have been drafted to be as clear as possible whilst allowing flexibility where appropriate	No further action
13 HER	We are particularly impressed by the creation of a complementary Heritage Enhancement Plan and the policy link to this which the Plan contains. Policies governing design, management, public realm, investment and locally important heritage assets are also commendably informed by local historic character and associated issues. On a point of observation we wonder whether it might pay to have a policy on Community Infrastructure Levy. This could also relate to the Enhancement Plan as a basis for drawing down and investing developer contributions which the Plan will presumably be eligible for in due course.	Support noted. The expenditure of CIL and S106 money could be focused on this project, but this will depend upon other external factors and therefore cannot be stated with certainty in this plan.	No further action

	<i>Historic England</i>		
13 HER 1	Disagreement with assessment of Colesbrook. Aside from the mill and the mill house, there is nothing idyllic about the area. Much of the hamlet is run down, in need of regeneration and investment. You have allowed the modern development at Peacemarth to overshadow Colesbrook and the idyllic nature of the hamlet was lost a decade ago. Trying to protect the hamlet now is counter intuitive and will only result in the further demise of the area. Colesbrook historically has much more in common with Milton-On-Stour and consideration should be given to allowing development of the land between Colesbrook and Milton-On-Stour to allow these two villages to merge, create jobs and rediscover their identity. (OL#4)	The area is being considered for Conservation Area designation, in discussion with the District Council Allowing built development here would effectively merge M-on-S with Gillingham, counter to retain their distinction	No further action
13 HER 2	Non-designated heritage assets. There are a number of buildings which were included in NDDC's own Historic Towns Survey report of 2011 by Claire Pinder that I feel should be included as non-designated heritage asset; in particular Bay Farmhouse and the adjacent barn, and Cherry End Cottage, both in Bay Lane; also the beautiful Stock Hill House which doesn't seem to be mentioned anywhere, (although the less attractive Milton Lodge is.) (OL#39) The Royal British Legion building in School Lane should be a non-designated heritage asset and added to the Local List. (CF#3) Suggest remove Milton Farm Cottage as a non-designated heritage asset and replace with House (CF#25)	These should be included if of similar historic merit to the other non-designated heritage assets Milton Farm Cottage is considered to qualify as a heritage asset	Add Milton Farm House to examples list in section 12 (it is already in section 13) Add to Non-designated list Cypress House 19 & 23 High Street, Fairfield House Royal British Legion building Vale House Bay Farmhouse and Barn Cherry End Cottage Stock Hill House Include the local character buildings in section 12 for Colesbrook in section 13 (ie Colesbrook Cottage, The Cottage, Purns Mill Cottage and Riverside, Three Gables, Northmoor Cottages, Northmoor Farmhouse) Include Ecccliffe Mill (outside any character areas) Amend Figure 13.2
13 HER	Minor errors:	Update to remove text errors	Remove typos re heritage / formerly /

3	<p>Page 62 under Milton on Stour. “Non-heritage heritage assets” should be “Non-designated heritage assets” (CF#5) ‘Formerly’ not ‘formally’.</p> <p>Pierston Farmhouse should read Pierston Manor Farmhouse.</p> <p>Newlands Farm formally Milton Garden plants – formerly not formally – in fact it has always been Newlands Farm.</p> <p>Storeys not stories. (CF#25)</p> <p>You refer to road B3092 as the road to Mere, whereas it actually turns left at Milton-on-Stour to Bourton, (and eventually to Frome). B 3095 goes straight on to Mere and the Deverills.</p>	<p>There are two listings on Historic England’s list: Pierston Farmhouse and Pierston House.</p> <p>B3092: maps checked and it is B3092 as far as Mere</p>	<p>storeys. No further action</p>
13 MS10	<p>The Settlement Boundary around Milton-on-Stour should reflect the boundary in the 2009 Milton Village Plan including the Conservation Area. The existing boundary included the Village Church, School Lane, Milton School, Plant World and Kendalls Lane. It should be redrawn</p>	<p>The village plan had no statutory status and did not change the settlement boundary in the 2003 Local Plan</p>	<p>No further action</p>
13 DES	<p>Figure 13.2 Proposed Conservation Area should be changed to ‘Potential Conservation Area’. The formal proposal process has not yet commenced and this draft Plan should not pre-judge that process.</p> <p><i>North Dorset District Council</i></p>	<p>Agreed</p>	<p>Amend key to Figure 13.2</p>

Members considered the above proposals and the resulting draft plan and agreed that the plan as presented, with any further changes (as per the meeting) be adopted for submission along with the necessary supporting information. Two additional amendments were also agreed as listed below:

- Cllr Monksummers referred to page 43 paragraph 11.8 and asked for the paragraph to be amended to reflect the current situation of no toilets and changing facilities being available at the Recreation Ground in Hardings Lane.
- Cllr Mrs Hunt referred to page 39 paragraph 10.15 and asked for the paragraph to be amended to reflect the current situation that Milton-on-Stour does not have a local store.

Cllr Walsh, as the North Dorset District Council Champion for Neighbourhood Plans, thanked everyone involved for their hard work and commitment in producing the plan for Gillingham.

Appendix 1 – Chronological Record of Consultation

Date & Venue	Main agenda items	Legacy documents
24 November 2011 Community Office	First meeting. Joint GTDS (Gillingham Town Design Statement) & GTP (Gillingham Town Plan). Feedback on GTDS consultation event. Consider Frank Burton's woodland proposal.	Map of Frank Burton's woodland
8 December 2011 Community Office	Second meeting. Joint GTDS & GTP. Any news of funding application? Discuss NP Work Programme.	Draft Work/Action Plan
4 January 2012 Community Office	Third meeting. Joint GTDS & GTP. Plan for meeting of parish councillors on 11th January.	Map of NP area and SSA
11 January 2012 Community Office	Fourth meeting. Joint GTDS & GTP. Parish councillors consider their role in way forward for NP. Prepare for NDDC drop-in on 18th January at Council offices in Blandford.	Taking forward growth in the towns and villages of North Dorset
26 January 2012 Milton Leigh House	David Beaton invited to attend a meeting of Milton-on-Stour Village Committee to talk about NP.	
15 February 2012 Community Office	Fifth meeting. GTDS Steering Group meeting with Stephen Hill, General Manager of NDDC, to discuss unspent Section 106 allocations for Gillingham perceived to be at risk.	
29 February 2012 Community Office	Sixth meeting. Setting up of GNPG, electing Chairman, Vice-Chairman, Secretary and Treasurer. Discussed draft TOR; debrief of meeting with Stephen Hill	Draft TOR East Herts Interim Neighbourhood Planning Guidance Note, Dec 2011
7 March 2012 Council Chambers Norden Blandford	PPP meeting in Council Chambers, Norden, Blandford. The Panel gave the Gillingham Town Design Statement its support and recommended the informal adoption of its contents to be taken forward to Cabinet prior to its formal adoption as an evidence-based study pending its subsequent inclusion in the NP.	NDDC PPP Report Title: The Adoption of the Gillingham Town Design Statement Portfolio Holder: Cllr Deborah Croney Report Author: Sarah Jennings, PPO
8 March 2012 NDDC Council Chambers Norden Blandford	Planning Advisory Service (PAS) workshop in Council Chambers, Norden, Blandford. Seven members of the GNPG attended this workshop led by a consultant from Fortismere Associates. The aim: to focus on the consultation for the proposed SSA to the south of Gillingham and to discuss how the NDDC will engage with the GNPG on the SSA in particular and the NP in general.	Agenda Discussion 1: key steps
13 March 2012 Community Office	Seventh meeting. Many topics covered including Front Runner Funding; revised TOR; submissions re NDDC Draft Housing and Economic Strategy;	DDHF Project Outline Pilot – commission for artist involvement in creating NP

Date & Venue	Main agenda items	Legacy documents
	DDHF re artist involvement in NP.	GNPG submissions to NDDC re Draft Housing Strategy
20 March 2012 Community Office	Eighth meeting. GNPG. Discussed NDDC Draft Economic Strategy; TOR; DDHF.	
4 April 2012 Community Office	<p>Ninth meeting. GNPG & PPOs Trevor Warrick, Sarah Jennings & Terry Sneller. Discussed amendments to NPPF; PPOs agreed to amend description of NP area and SSA to make clear to the public how the two relate, what the difference is between them and what influence the NP may be permitted to have in the consultation stages for the SSA; considered 'Actions and Next Steps' identified by Karen Moore of Fortismere Associates at PAS workshop on 8 March 2012 (see above).</p> <p>A number of Legacy Documents were produced by PPOs at this meeting (see right) which will guide us in the formation of NP and SA.</p> <p>Informed that, until Nicola Laszlo's return, Terry Sneller dealing with SSA. Sarah Jennings dealing with NP and liaison with GNPG.</p> <p>Agreed that GNPG would meet approximately once a month with PPOs. Next meeting arranged for Thursday 3rd May at 09:30am in Community Development Office.</p>	<p>RCCE NP Guidance</p> <p>CPRE (in partnership with NALC) How to shape where you live: a guide to NP</p> <p>Levett-Therivel sustainability consultants 'DIY SA': Sustainability Appraisal of Neighbourhood Plans</p> <p>Communities and Local Government Neighbourhood Planning PAS March 2012</p> <p>Karen Moore's PAS workshop notes including 'Actions & Next Steps'</p>
10 April 2012 Community Office	Tenth meeting. GNPG. Submissions to NDDC re Draft Economic Strategy; NP launch; DDHF; TP questionnaires; Section 106 monies.	Correspondence re Housing Strategy
26 April 2012 NDDC Council Chambers Norden Blandford	PAS workshop in Council Chambers, Norden, Blandford. Seven members of the GNPG attended this workshop led by Karen Moore, a consultant from Fortismere Associates. The aim: to focus on the consultation for the proposed SSA to the south of Gillingham and to discuss how the NDDC will engage with the GNPG on the SSA in particular and the NP in general. Discussion regarding the vision for the SSA and the NP also took place.	<p>Excerpts from The Egan Review, Skills for Sustainable Communities</p> <p>Future Ilfracombe, report on the ATLAS visioning workshop</p> <p>Karen Moore's PAS workshop notes</p>
26 April 2012 Milton-on-Stour Village School	Milton-on-Stour Village Committee AGM. David Beaton talking about NP. Also attended by Steve Joyce and David Milsted. About 40 people attended.	Milton-on-Stour Village Plan 2010
3 May 2012 Community Office	Eleventh meeting. PPOs & GNPG. De-brief PAS workshop on 26 April. Plan for launch of GNP.	
9 May 2012 Community Office	Twelfth meeting. GNPG. Dedicated meeting planning NP – vision, sustainability appraisal, launch. Priority: prepare area application for	

Date & Venue	Main agenda items	Legacy documents
	submission to NDDC giving map identifying NP area, reason for choice of NP area and statement that the body making the application is a relevant body (i.e. GTC).	
15 May 2012 CPRE seminar Cerne Abbas	Planning Seminar in Cerne Abbas village hall organised by CPRE. To look at how changes to the NPPF and the Localism Act will affect planning issues in Dorset. Speakers were Kate Houghton (National CPRE), Fred Horsington (Cerne Abbas Neighbourhood Plan), Richard Nicholls (Chairman Dorset CPRE), Howard Thomas (former Chairman Dorset CPRE), Stephen Howard (Chairman North Dorset CPRE), Deb Appleby (Community Rights Service), David Aldwinckle (Director Magna Housing) & Dr David Evans (West Dorset DC)	Two CPRE publications in booklet form given to each delegate at the seminar: How to shape where you live: a guide to neighbourhood planning How to respond to planning applications: an 8-step guide
16 May 2012 Community Office	Thirteenth meeting. GNPG. Review revised TOR; link with parishes.	
30 May 2012 Community Office	Fourteenth meeting. GPNG. Work/action plan. Project brief. Awareness event.	Response from GNPG re Economic Development Strategy for North Dorset 2012-2015 Expenses sheet
31 May 2012 Community Office	Fifteenth meeting. PPOs & GNPG. Clarification of the Neighbourhood Planning System. Meeting with developers 27th June. Wyke Conservation Area adopted by NDDC on 18th May.	The Neighbourhood Planning System (Extracts from Localism Act) Venn diagram illustrating relationship between SSA, DPD, NP & Core Policy 16 3 column expanded relationship of Venn diagram under Core Policy 16 headings Wyke Conservation Area map
7 June 2012 Community Office	Sixteenth meeting. GNPG. Engagement plan; funding; work/action plan.	
8 June 2012	GTC application to NDDC to designate NP area as the Parish of Gillingham	
13 June 2012	NDDC prepares to publicise the application for designation of NP area. 6 week consultation period commences from first advertisement.	Application for NP area publicised in the Blackmore Vale magazine and on-line in Dorset for You.
25 June 2012 Community Office	Seventeenth meeting. Preparation for meeting with developers.	Community Planning in Gillingham Neighbourhood Plan – Vision for Gillingham Press release – Gillingham Town Design Statement
27 June 2012 Civic Hall	Eighteenth meeting. PPOs, developers and GNPG. Present: Terry Sneller, Sarah Jennings, Trevor Warrick, Michelle Watling, Tim Holden, David Lohfink,	Gillingham Town Design Statement evolution Gillingham Town Design Statement – printed version

Date & Venue	Main agenda items	Legacy documents
Town Hall	Richard Thomas, Will Edmond, Mark Fitzgerald, Tim Hoskinson, Mike Gould, Mick Lodge, David Walsh, Stephen Joyce, David Beaton, Mark Hebditch. Apologies: Simon Kidner, Bisi Adekunle, Paul Slade.	Gillingham Town Design Statement – web version on disc
4 July 2012 Community Office	Nineteenth meeting. GNPG. Engagement plan.	
5 July 2012 Community Office	Twentieth meeting. GNPG and Anthony Keown, Advisory Team for Large Applications (ATLAS). Visioning/scoping meeting.	
11 July 2012 Community Office	Twenty-first meeting. PPOs and GNPG. Preparation for briefing of GTC on 23 July.	
18 July 2012 Community Office	Twenty-second meeting. GNPG. Follow-up of meeting with Anthony Keown.	
23 July 2012 Gillingham Town Hall	Briefing of GTC on Localism Act and NP by GNPG and PPOs. 19 attended: Steve Joyce, Terry Sneller, Sarah Jennings, Mick Lodge, Val Potheary, Belinda Ridout, David Walsh, Bisi Adekunle, Simon Kidner, Mark Hebditch, Clare Ratcliffe, Sylvia Dobie, David Beaton, Anne Beckley, Roger Monksummers, Sue Hunt, Janet Robson, Richard Arnold, Rupert Evill.	
1 August 2012 Community Office	Twenty-third meeting. Decision about distribution of minutes. Invitees to Visioning Event. Items for display at Awareness Event.	
6 August 2012	Designation of NP area put to NDDC Cabinet.	
16 August 2012 Community Office	Twenty-fourth meeting. PPOs and GNPG. Assets of Community Value, NDDC/SSA consultation, Engagement Plan, Visioning Event.	
17 August 2012 Community Office	Interviews of short-list of 5 applicants for artist/facilitator commission for Neighbourhood Plan. Interviewing panel: David Walsh, David Beaton and Suzanne Heath (GINGKO Projects).	Brochure produced by We Made That, the successful applicant. The Unlimited Edition, newspaper produced by We Made That for community project in Tower Hamlets.
20 August 2012 NDDC Council Offices, Norden, Blandford	The designation of Gillingham Neighbourhood Area was approved by Cabinet of NDDC.	Report presented to NDDC Cabinet. Small scale map of Neighbourhood Area Large scale map of Neighbourhood Area
28 August 2012 RiversMeet Leisure Centre	Twenty-fourth meeting. GNPG, Anthony Keown, PPOs & artist/facilitator. Preparation for Visioning Workshop on 22 October.	

Date & Venue	Main agenda items	Legacy documents
27 Sept 2012 Community Office	Twenty-fifth meeting. Website; use of Dropbox; recruitment of new and active group participants, to share out the workload; a more visible presence of GNPG in the town.	
3 Oct 2012 The Olive Bowl	Gillingham Rotary. David Beaton gives presentation about Neighbourhood Plan to 19 Rotarians. Covers background to legislation, what a NP consists of, how the GNPG evolved, its achievements to date and its aspirations for the future.	
4 Oct 2012 The Olive Bowl	Community Partnerships Executive of North Dorset (CPEND). Celebration of achievements of ND community partnerships (3RP, SturQuest, DT11 Forum, Shaft & District Task Force) and their volunteers. David Beaton one of six 5-minute presentations. DB covered evolution of GNPG, achievements, future plans.	
18 Oct 2012 Community Office	Twenty-sixth meeting. Agreed time scale of NP would be 2011 – 2026 (same as for NDDC Local Plan). Discussed website – agreed would go live in the very near future. Final arrangements made for visioning event on 22 Oct.	N3 Creativity in Community-Led Planning in Dorset (final version) We Made That commission programme
22 Oct 2012 RiversMeet Leisure Centre	Public consultation event at RiversMeet. Workshops during the morning and drop-in event during the afternoon. Fifty plus attended the workshops and 43 visited during the afternoon.	Vision for Gillingham. ATLAS publication summarising feedback from morning workshops.
8 Nov 2012 Community Office	Twenty-seventh meeting. De-brief visioning event. Discussion about volunteers and what role they should have within the group. Priorities for next stage of NP. Finalise website so that it can go live asap. Portfolio holders. Burial land.	
19 Nov 2012 Community Office	Twenty-eighth meeting. GNPG, Anthony Keown, PPOs & artist/facilitator Holly Lewis. The meeting was informed that the neighbourhood plan website is live and interactive. Holly Lewis of We Made That presented proposals for the artist / creative facilitator brief. Sarah Jennings informed us about the NDDC presentation that will take place on 29 November at RiversMeet. Anthony Keown produced a draft report of the Vision for Gillingham event on 22 October.	Gillingham Neighbourhood Plan vision - Draft report on the visioning workshop 22 October 2012. We Made That – Outline Proposals 19/11/2012 Creative Facilitator, Gillingham.

Date & Venue	Main agenda items	Legacy documents
22 Nov 2012 Community Office	Twenty-ninth meeting. Rota for attendance of GNPG officers at NDDC public consultation. Display material. Volunteers. Web site.	
29 Nov 2012 RiversMeet	NDDC public consultation on: key issues for the District, such as growth and the spatial distribution of development; infrastructure requirements, as set out in an Infrastructure Delivery Plan Background Paper; and more detailed proposals for the growth of Gillingham in the form of a Strategic Site Allocation. Members of the GNPG were present at this event to answer questions about the Neighbourhood Plan. There was a one-board GNPG display.	The New Plan for North Dorset, Public Consultation, October 2012 23-page document published by NDDC regarding the draft New Plan for North Dorset and the material presented at the Autumn 2012 public consultation events in Sturminster Newton, Blandford, Shaftesbury and Gillingham.
3 Dec 2012 Community Office	Informal discussion as there was no quorum.	
5 Dec 2012 Mayor's Parlour Shaftesbury	David Beaton was invited to attend a meeting of the Shaftesbury Neighbourhood Plan Group and was given the floor for an hour and a half. Shaftesbury is just starting out on its plan and there was much useful exchange of information. The group consisted of: Sue Minshaw (Chairman), Jan Scott (Secretary), Tim Cook, Rachel Caldwell, Lester Dibben, Joe Duthie, Mick Hicks, David Kerswell. A proposal by Tim Cook was carried – 1. To decide on a designated NP area; 2. To seek its adoption by NDDC; 3. To explore funding.	
6 Dec 2012 Jubilee Room Town Hall	David Beaton attended a Dorset Waste Partnership presentation about the new arrangements for waste collection in North Dorset given by Marten Gregory with Peter Hyde, NDDC Communications Manager. Contact: enquiries@dorsetwastepartnership.gov.uk Tel: 01305 221040 Present at the meeting were, amongst others, David Milsted, Peter Webb, Debbie Webb, Val Potheary, Hannah O'Sullivan. Road Show Friday 25 Jan 2013, 10 – 1 Town Hall. Deadline for non-standard/garden waste applications is 28th February 2013.	Dorset Waste Partnership hand-out The new 'recycle' for Dorset' collection service: Key facts and frequently asked questions Flyer Your recycling and rubbish collections are changing Starting June 2013
12 Dec 2012 Community Office	Thirtieth meeting. We Made That commission proposals. Website. North Dorset Design Awards. Distribution of visioning event report. Group response	

Date & Venue	Main agenda items	Legacy documents
	to NDDC public consultation questionnaire.	
9 Jan 2013	David Beaton was phoned by Billy Roden, Department for Communities and Local Government, Eland House, London, asking how we are getting on with our NP and offering help if needed. DB outlined what we had achieved so far. Mr Roden suggested that he might come down the next time we had a public consultation . DB said that he would be very welcome and that he would email him to let him know in good time. Email: william.rodan@communities.gfi.gov.uk	Gillingham Matters Jan 2013 issue, page 22, quarter page of NP publicity.
10 Jan 2013 Conference Room, Council Offices, Norden, Blandford	Thirty-first meeting. GNPG, PPOs. 10 attended: Trevor Warrick, Sarah Jennings, Anthony Keown, David Beaton, Simon Kidner, Mark Hebditch, David Walsh, Mike Gould, Sam Mason, Sarah Reeves. Discussed next step forward. Need for clear objectives and a definite structure for the NP before we meet again. SJ produced some extremely helpful notes to assist in this process. We also saw the Thame Neighbourhood Plan, consisting of two parts (NP Examination Version and Evidence Base Summary), which was submitted for independent examination in November 2012. It was commissioned by Thame Town Council to urban planning consultants, Tibbalds Planning & Urban Design, 19 Maltings Place, 169 Tower Bridge Road, London SE1 3JB Tel: 020 7089 2121 mail@tibbalds.co.uk	Thame Neighbourhood Plan Examination Version Nov 2012 Thame Evidence Base Summary Nov 2012
16 Jan 2013 Gillingham School Youth Centre	We Made That outreach workshops in Gillingham School (2 sessions 11:20 – 1:00pm; 2:00 – 3.30pm) and the Youth Centre (6:30 – 9:15pm). Morning session attended by DB & Sarah Reeves. Afternoon session attended by DB & Simon Kidner. Evening session attended by Michelle Watling.	We Made That summary of sessions. Photographs on Dropbox
22 Jan 2013 Community Office	Thirty-second meeting. Plan 15 min talk to SturQuest on 30 Jan (DB & MH). Plan structure for NP (deferred to next meeting).	
29 Jan 2013 Children’s Centre (Girl Guide hut)	We Made That outreach workshop (11:00 – 11:45) mothers and toddlers. Session attended by David Beaton & Mark Hebditch.	Photographs on Dropbox
30 Jan 2013 The Exchange, Sturminster Newton	SturQuest. ‘Core Strategy into Neighbourhood Plans – what is the next step?’ Open meeting chaired by Philippa Ashton, attended by 40+ people. Presentations given by 4 speakers: David Beaton & Mark Hebditch (GNPG) – progress of NP.	Agenda. List of attendees.

Date & Venue	Main agenda items	Legacy documents
	<p>Trevor Warrick (Planning Policy Manager, NDDC) – updates.</p> <p>Deb Appleby (Development Manager, Locality) – details of support available for the promotion of community enterprise, community asset ownership and social action within communities.</p> <p>Presentations followed by lively Q & A session. Meeting rounded up by Jackie Upton King (SturQuest).</p>	
6 Feb 2013 Community Office	Thirty-third meeting. Wide-ranging discussion about setting up a town team initiative working as a sub-group of GNPG.	Gillingham Chamber of Commerce and Industry Directory 2013
7 Feb 2013 Town Hall	<p>Informal meeting to discuss governance and structure of community groups.</p> <p>Present: David Beaton, Simon Kidner, Mark Hebditch, Sam Mason, Sarah Reeves, Sylvia Dobie.</p>	Draft charts showing governance and structure of community groups relating to Neighbourhood Planning.
12 Feb 2013 Community Office	<p>Thirty-fourth meeting. Governance and structure of community groups.</p> <p>Discuss setting up of a project group within the GNPG to look at regeneration of the Town Centre.</p>	
21 Feb 2013 Community Office	<p>Thirty-fifth meeting. Purpose of meeting: To establish design principles based on guidelines in TDS for use at design workshop on 22 March. Present: Anthony Keown, Sarah Jennings, David Beaton, Mark Hebditch, Sam Mason, Sarah Reeves.</p>	St James, Exeter Neighbourhood Plan has been passed by the independent examiner as fit to proceed to the referendum stage.
27 Feb 2013 Community Office	Thirty-sixth meeting. Dedicated meeting devoted to planning the objectives, policies and structure of the NP.	Thame Neighbourhood Plan. Passed fit for referendum by the Independent Examiner in February 2013. Can be accessed on Thame Town Council website.
5 March 2013 Community Office	<p>Informal meeting to discuss how the NDDC Portfolio Holder's brief for Community and Economic Regeneration will complement / mesh with the work likely to be engaged in by the GNPG Town Centre sub-group. Meeting attended by David Beaton, Mark Hebditch, Sarah Reeves and Val Potheary.</p>	<p>Gillingham Matters, March 2013.</p> <p>Half page coverage of the Neighbourhood Plan on page 8.</p>
7 March 2013 Community Office	Thirty-seventh meeting. To discuss the scoping and terms of reference of a Town Centre sub-group, and to continue the structuring of the NP.	GNPG newsletter, March 2013, issue no.1. Circulated on GTC distribution list and on Facebook.
12 March 2013 Jubilee Room	Thirty-eighth meeting. Continue structuring the NP.	
22 March 2013 RiversMeet	All-day concept planning workshop to establish design principles for the southern extension to Gillingham, attended by members of GNPG, NDDC,	<p>List of invitees</p> <p>Programme of events</p>

Date & Venue	Main agenda items	Legacy documents
	PPOs, ATLAS, developers' agents, statutory bodies and representatives from local organisations.	
27 March 2013 Community Office	Meeting to sign off We Made That artist / creative facilitator commission, attended by Holly Lewis (We Made That), Alex Murdin (Director DDHF), Tom Littlewood (GINKGO Ltd), Sarah Reeves (Community Resources Worker) and David Beaton (Chairman GNPG).	We Made That, Reflection Report 19-03-2013, Creative Facilitator, Gillingham GILL'S GREAT, leaflet containing information about clubs, societies and organisations
3 April 2013 Jubilee Room	Thirty-ninth meeting. Continue structuring the NP.	Gillingham Matters, April 2013. Report on NP pp 2 & 3.
4 April 2013 Community Office	First dedicated meeting of the Town Centre sub-group.	Draft Terms of Reference
10 April 2013 RiversMeet	3RP AGM. Thirty-five people attended the 3RP AGM. David Beaton and Mark Hebditch gave a 25 minute presentation on the Neighbourhood Plan. Rob Setchell gave a presentation on the Town Meadow.	GNPG newsletter, April 2013, issue no.2. Circulated on GTC distribution list, on Facebook and hard copy available at Town Hall and Library.
11 April 2013 Jubilee Room	Fortieth meeting. Preliminary meeting with Anthony Keown (ATLAS) and Nicola Lazlo (NDDC) to discuss environmental performance, energy efficiency, self-build and other such matters, before meeting on a future occasion with Paul Evans (ATLAS).	Code for Sustainable Homes
18 April 2013 Community Office	Forty-first meeting. Communications and engagement. Reports on Town Centre Group and Town Meadow.	
24 April 2013 Jubilee Room	Annual meeting of Gillingham Town Council, to receive reports from organisations / individuals working with or for the Town Council. The meeting began with a Neighbourhood Plan presentation given by Mark Hebditch and David Beaton.	Gillingham Direct Pamphlet indicating all the services that are available at the Town Hall. Report from the GCCl.
29 April 2013 Town Hall	Engagement with pupils from Wyke Primary and Gillingham Primary schools. They were asked what they would like to see in Gillingham and given paper on which to express it pictorially.	Drawings showing what Wyke and Gillingham Primary School pupils would like to see in Gillingham.
1 May 2013 Community Office	Forty-second meeting. Attended by Hilary Ritchie, NDDC Regeneration Manager. Discussion about Town Centre regeneration.	Gillingham Matters, May 2013. Report on NP p.26 Western Gazette, Thursday 2 May issue. Page 4 article re NP "Residents in control to help town grow".
9 May 2013 Jubilee Room Town Hall	Forty-third meeting. Meeting dedicated to discussing process and engagement.	Data / evidence reference to be found in Dropbox / Working / Record of Consultation Western Gazette, Thursday 9 May issue. Pages 5

Date & Venue	Main agenda items	Legacy documents
		schools' visit to Town Hall; page 7 NP.
10 May 2013 Dorset Room, Colliton Club, Dorchester	Official launch of Dorset Design & Heritage Forum's 'Guidance for Community-Led Planning in Dorset'. David Beaton and Holly Lewis of We Made That spoke about the Gillingham commission.	Guidance for Community-Led Planning in Dorset. Dorset Cultural Strategy 2009 – 2014, Dorset Strategic Partnership, Working Together for Dorset.
15 May 2013 Jubilee Room Town Hall	Forty-fourth meeting. Dedicated meeting to discuss process and engagement. Meeting attended by Sarah Jennings and Nicola Laszlo.	GNPG newsletter, May2013, issue no.3. Circulated on GTC distribution list, on Facebook and hard copy available at Town Hall and Library.
17 May 2013 Community Office	ATLAS Town Centre Workshop.	Report in Western Gazette 16 May 2013 – "Approach to planning in spotlight" – article about launch of DDHF new guidance, Creativity in Community-Led Planning in Dorset on 10 May at the Colliton Club in Dorchester (see above).
22 May 2013 Community Office	Forty-fifth meeting.	Report in Western Gazette 23 May 2013 – "People assert power for say in the future" – article about GNPG.
30 May 2013 NDDC Council Offices, Norden, Blandford	Meeting with NDDC PPOs and ATLAS to discuss way forward for Town Centre planning in Gillingham.	Report in Western Gazette 30 May 2013 – "Residents urged to voice their opinions" – article about the GNPG survey.
2 June 2013 Recreation Ground	'Party at the Rec'. GNPG shared a joint pitch with GTC in another effort to engage with the community and promote further awareness of the Neighbourhood Plan.	Gillingham Matters July 2013. Article about GNPG – "a constant traffic of people visiting the tent all day keeping our volunteers busy."
5 June 2013 Community Office	Forty-sixth meeting.	GNPG newsletter, June 2013, issue no.4. Circulated on GTC distribution list, on Facebook and hard copy available at Town Hall and Library.
6 June 2013 Olive Bowl	NDDC event run by Val Potheary with the aim of setting up a Town Team. About 90 attended. Guest speaker: Lucy Ball from the Association of Town and City Management (ATCM).	Event covered by the Western Gazette (13 June 2013) and by BVM (21 June 2013). Western Gazette, 6 June issue - "Let's celebrate community champions" -article about Val Potheary, newly elected Mayor of Gillingham.
12 June 2013	Forty-seventh meeting.	Report in Western Gazette 13 June 2013 – "No plans

Date & Venue	Main agenda items	Legacy documents
Community Office		to reopen blaze struck store" i.e. the Co-op
19 June 2013 Community Room	Forty-eighth meeting.	Gillingham & Shaftesbury Guide, June 2013. Article promoting GNPG.
20 June 2013 Olive Bowl	Public meeting organised by Jemma Underwood to give residents and business owners the opportunity to put their ideas forward ahead of the second council-organised meeting on 27 June. Meeting was attended by GNPG volunteer, Mike Gould.	Event covered by the Western Gazette (27 June 2013).
26 June 2013 Community Room	Forty-ninth meeting. Meeting dedicated to Sport and Culture.	
27 June 2013 Orchard Park	Town Team second meeting. NDDC event run by Val Potheary. About 40 attended. There were volunteers from each of the four tables for the role of Leader and Deputy Leader.	Event covered by the Western Gazette (4 July 2013).
28 June 2013	Distribution of GNPG flyers to households in the Neighbourhood Area.	GNPG full colour A5 flyer sporting new GNPG logo, designed by Andy Batchelor, independent designer (formerly Design Manager at Blackmore Ltd).
3 July 2013 Jubilee Room	Fiftieth meeting. Presentation by Holly Lewis of We Made That to keep the GNPG informed of what was achieved by the DDHF commission and to discuss how this may be taken further. Meeting attended by Nicola Laszlo, NDDC Planning Policy Officer.	GNPG newsletter, July 2013, issue no.5. Circulated on GTC distribution list, on Facebook and hard copy available at Town Hall and Library.
10 July 2013 Community Room	Fifty-first meeting. Presentation by Simon Kidner which valuably focused attention on central issues and brought the group up to speed on the work done with Anthony Keown of ATLAS.	
17 July 2013 Town Meadow	FIT GILLINGHAM Health Day – all day on the Town Meadow. Organised by Sarah Reeves, Community Resources Worker under the auspices of Gillingham Health Forum.	
24 July 2013 Community Room	Fifty-second meeting. Meeting focused on Core Aspects of Gillingham, the Sport & Culture Theme, the Affordable & Sustainable Housing Theme, and the Health & Wellbeing Theme.	ATLAS Concept Plan Workshop – Report (report on event at RiversMeet on 22 March 2013). For copy of report, see North Dorset local planning policy – dorsetforyou.com
31 July 2013 High Street	Photo-shoot at the request of David Stuart of English Heritage outside the former Tudor Newsagents, which will re-open in September 2013 as a cyber café managed by Andrew of Netplay in Station Road. Apparently the	

Date & Venue	Main agenda items	Legacy documents
	Gillingham Conservation Area is on the EH national Heritage at Risk Register and they want to use this for publicity as part of a nationally defined programme highlighting areas at risk.	
7 August 2013 Community Room	Fifty-third meeting. Meeting focused on Sport & Culture with the aim of having a display on this theme ready for consultation at the Gillingham & Shaftesbury Show on 21 August 2013.	GNPG newsletter, August 2013, issue no.6. Circulated on GTC distribution list, on Facebook and hard copy available at Town Hall and Library.
14 August 2013 Community Room	Fifty-fourth meeting. Meeting focused on Sport & Culture with the aim of having a display on this theme ready for consultation at the Gillingham & Shaftesbury Show on 21 August 2013.	
21 August 2013 Gillingham & Shaftesbury Show Ground	Gillingham & Shaftesbury Show. GNPG and 3RP have a joint stand at the show, manned by volunteers throughout the day. First public showing of the draft Sport & Culture theme. Questionnaire available for members of the public to fill in.	
4 Sept 2013 Community Room	Fifty-fifth meeting. Various topics covered including EU Strategy Consultation, Bus Consultation, progress on themes and theme engagement plan.	GNPG newsletter, September 2013, issue no.7. Circulated on GTC distribution list, on Facebook and hard copy available at Town Hall and Library.
11 Sept 2013 Jubilee Room Town Hall	Fifty-sixth meeting. Working meeting: Theme development.	
18 Sept 2013 Jubilee Room Town Hall	Fifty-seventh meeting. Working meeting: Theme development.	
25 Sept 2013 Shreen Room RiversMeet Leisure Centre	English Heritage meeting. 18 present at meeting: David Stuart (EH), Mark Hebditch (3RP), Kevin Morris (NDDC Conservation & Design Officer), Julie Hansford (Town Hall & TT1), Jane Gould, Su Hunt (GTC & GNPG), Simon Kidner (Vice-Chairman GNPG), Alistair Burchett (TT2), Phil Bevis (TT2), Ann Bray, Keith Wareham (Chairman Town Teams' Management Committee), Annette Leat (Dorset POPP), Mick Lodge (GTC & GNPG), David Lloyd (GLHS), Sarah Reeves (CRW & GNPG), Hilary Ritchie (NDDC Regeneration Manager), Michelle Watling (Gillingham Youth Centre & GNPG), Mike Gould (TT2 & GNPG), David Beaton (Chairman GNPG).	David Stuart's English Heritage presentation available on GNPG Dropbox.
2 Oct 2013	Fifty-eighth meeting. Presentation by Phil Bevis & Alistair Burchett (Town	TT2 sketch of plan for 'Crocker's Yard'.

Date & Venue	Main agenda items	Legacy documents
Community Room	Team 2, TT2) on proposal for 'Crocker's Yard' scheme for development as hub for Town Centre.	
9 Oct 2013 Jubilee Room Town Hall	Fifty-ninth meeting. Working meeting: Theme development.	GNPG newsletter, October 2013, issue no.8. Circulated on GTC distribution list, on Facebook and hard copy available at Town Hall and Library.
16 Oct 2013 Community Room	Sixtieth meeting. Introduction by Carolyn Eastlake of draft background paper A Vibrant & Safe Community.	
23 Oct 2013 Community Room	Sixty-first meeting. Establish time scale for NP. Discuss engagement plan with key stakeholders for each theme prior to public consultation.	
30 Oct 2013 Community Room	Sixty-second meeting. Review draft NP background paper A Safe & Vibrant Community.	Draft NP background paper A Safe & Vibrant Community.
6 Nov 2013 Community Room	Sixty-third meeting. Working meeting: Theme development.	
13 Nov 2013 Community Room	Sixty-fourth meeting. Theme engagement plan.	
20 Nov 2013 Community Room	Sixty-fifth meeting. Working meeting: Theme development.	
27 Nov 2013 Community Room	Sixty-sixth meeting. Review timetable for NP. Prepare 'pen picture template' for NP networking event in London. Discuss neighbouring parishes' event	North Dorset Local Plan – 2011 to 2026 Part 1 Pre-submission Consultation 29 November 2013 to 24 January 2014
4 Dec 2013 Town Hall	Police & Crime Commissioner Engagement Forum 10am – 12pm. Private surgery sessions 13.00 – 15.00.	
4 Dec 2013 Community Room	Sixty-seventh meeting. Publicity and Theme Engagement Strategy.	
9 Dec 2013 RiversMeet	NDDC drop-in consultation for members of the public to view displays of North Dorset Local Plan – 2011 to 2026 Part 1 Pre-submission Document.	
11 Dec 2013 RiversMeet	Sixty-eighth meeting. Meeting with representatives from neighbouring parishes. Present: David Beaton (GNPG chair), Simon Kidner (GNPG vice-chair), Mark Hebditch (3RP chair), Sam Mason (GTC), Carolyn Eastlake (Milton on Stour), Colin Eastlake (Milton on Stour), Mike Gould (Town Team), Sarah Reeves (3RP), David Walsh (NP champion), Simon Firbank (Bourton Parish Council), John Phillipson (Motcombe Parish Council), Julie Hansford (GTC),	GNPG newsletter, November/December 2013, issue no.9. Circulated on GTC distribution list, on Facebook and hard copy available at Town Hall and Library.

Date & Venue	Main agenda items	Legacy documents
	David Little (Stours Parish Council), David Hope (Mere Parish Council), John Ryan (GNPG).	
18 Dec 2013 Community Room	Sixty-ninth meeting. Meeting dedicated to identifying key issues for all the themes.	
7 Jan 2014 Community Room	Seventieth meeting. 1. Prepare agenda for meeting on 16 Jan with PPOs and ATLAS. 2. Prepare GNPG response to NDDC Local Plan consultation. Deadline for responses is 5pm Friday 24 Jan. 3. Review feedback from parishes' meeting on 11 Dec 2013.	Gillingham Matters January 2014. P2 Message from the Mayor mentioning the Neighbourhood Planning Group. P3 Community Matters Have your say on the future of Gillingham Half page article about the Neighbourhood Plan.
15 Jan 2014 Community Room	Seventy-first meeting. Meeting dedicated to working on Access & Transport theme.	
16 Jan 2014 Community Room	Seventy-second meeting. Meeting with NDDC Planning Policy Officers and Anthony Keown.	
22 Jan 2014 Community Room	Seventy-third meeting. De-brief of meeting with PPOs and Anthony Keown.	
28 Jan 2014 Town Hall	Town Team management meeting. Attended by David Beaton.	
5 Feb 2014 Community Room	Seventy-fourth meeting. Project Plan.	Gillingham Matters February 2014. P3 Community Matters Plans to revitalise Gillingham centre. Proposal for heritage lighting in conservation area.
12 Feb 2014 Community Room	Seventy-fifth meeting. Strategies for making progress with NP.	
19 Feb 2014 Community Room	Seventy-sixth meeting. Focus on Sport & Culture – key issues, objectives and options not covered by NDDC Local Plan.	
20 Feb 2014	GNPG meeting with Stephen Davy-Osborne, Western Gazette journalist, for photo shoot and copy for GNPG news update in following week's paper.	
25 Feb 2014 Town Hall	Town Team management meeting. Attended by David Beaton.	
26 Feb 2014 Community Room	Seventy-seventh meeting. Focus on Accessible and Sustainable Housing – key issues, objectives and options not covered by NDDC Local Plan.	Gillingham Matters March 2014. P3 Community Matters Report on progress of the NP.
5 March 2014	Resilience Assessment Day.	

Date & Venue	Main agenda items	Legacy documents
Community Room		
5 March 2014	Seventy-eighth meeting. Focus on Access & Transport – key issues, objectives and options not covered by NDDC Local Plan.	
11 March 2014 Civic Hall Town Hall School Road Gillingham	Presentation by Shaun Pettitt of Persimmon re proposed development on land at Windyridge Farm, Bay Lane. Meeting attended by Town and District Councillors and by GNPG members David Beaton, Simon Kidner, John Ryan, Michelle Watling, Mike Gould, David Walsh and Su Hunt.	Persimmon draft plans for proposed development.
13-14 Mar 2014 Site visits in Essex and Northamptonshire	Site visits with NDDC PPOs to Portishead, Somerset; Newhall, Harlow; Accordia, Cambridge; Fairfield Park, Bedfordshire; Upton, Northants. Staying overnight at Premier Inn, Cambridge.	Folder produced by ATLAS setting out the 15 design principles for the SSA and containing details about the sites to be visited.
19 March 2014 Jubilee Room Town Hall	Seventy-ninth meeting. Plan ahead for promoting the station road area of town. Consider engaging a consultant.	
25 March 2014	Town Team management meeting. Attended by Sarah Reeves and David Beaton.	
26 March 2014 Community Room	Eightieth meeting. Focus on the housing theme.	
2 April 2014 Clayesmore School	CPRE AGM. Guest speaker – John Hammond, NDDC Development Services Manager. John gave a PowerPoint presentation about the current state of planning law and its practical application. It was an extremely informative presentation.	
2 April 2014 Community Room	Eighty-first meeting. Sarah Reeves provided some guidance on producing a consultancy brief saved on Dropbox under working/design brief.	
1 June 2014 Recreation Ground	'Party on the Rec'. GNPG has a stand with banners, leaflets, maps and draft NP.	Banners, leaflets, maps, flyers, questionnaire, draft Neighbourhood Plan
4 April 2014 Phone conversation with Lorraine Hart of	One hour telephone conversation with Lorraine Hart of CLU. Very useful guidance given as to how the GNPG might proceed with help from consultants.	Summary of conversation with Lorraine Hart (Dropbox/ Working/ Engagement/Community Land Use).

Date & Venue	Main agenda items	Legacy documents
Community Land Use (CLU)		
16 April 2014 Community Room	Eighty-second meeting. Meeting to discuss way forward for producing a statement re land use and spatial development in the Station Road area.	
24 April 2014	David Beaton goes round to all care homes, nursing homes and retirement homes in Gillingham with a NP questionnaire for people to fill in and return to the Town Hall (or for David to collect if preferred).	Older People questionnaire prepared by the GNPG for completion by older people or by people who have dealings with older people.
30 April 2014 Jubilee Room Town Hall	Gillingham Town Council Annual Town Meeting. An open meeting at which members of the public are given an overview of the workings of the Town Council and associated organisations during the preceding year.	PowerPoint presentation by David Beaton and Mark Hebditch on progress of the NP.
6 May 2014 Community Room	Eighty-third meeting. Working meeting to produce: a statement of what we want for the Station Road area; a visualisation of what it might look like; what needs to happen to make this a reality; implementation strategy.	Summary of key stages re strategy for the Station Road area to be included in the NP (Dropbox/Archive/Legacy/ Gillingham Growth Study Atkins Report).
7 May 2014 Community Room	Town Team meeting to discuss CLES resilience report for Gillingham.	ATCM/CLES Assessing The Resilience of Gillingham Draft report prepared by Centre for Local Economic Strategies Presented to ATCM
9 May 2014 Methodist Church Hall	David Beaton attends a meeting of the Gillingham Senior Group to let them know about the Neighbourhood Plan and to ask them to fill in a questionnaire on 'Older People'. 48 members of the Senior Group were present. The total roll in the Senior Group is 90.	Older People questionnaire prepared by the Neighbourhood Plan Group for completion by older people or people who have dealings with older people.
12 May 2014 Community Room	Town Team meeting to plan strategically: Identity Vision for Gillingham	
14 May 2014 Stour Suite RiversMeet	3RP AGM. Three Rivers Unity Lottery awards more than £800 to four local causes: Dorset Marshals, Gillingham Football Club's new social club The Way Forward, Community Church Busy Bees project and Read Easy, an adult literacy scheme.	Presentation by David Beaton and Mark Hebditch on progress of the NP.
15 May 2014 Community Room	Eighty-fourth meeting. Plan arrangements for the 'Party on the Rec' on 1 June. Six metre gazebo to be shared by the GNPG and the Town Team. 3m. banner has been ordered for this event and for future use.	
21 May 2014 Community Room	Eighty-fifth meeting. Station Road and Resilience Report.	ATCM/CLES Resilience Report for Gillingham.

Date & Venue	Main agenda items	Legacy documents
29 May 2014 Community Room	Town Team Management meeting. Branding, Attended by David Beaton, Mark Hebditch and Simon Kidner.	
4 June 2014 Community Room	Eighty-sixth meeting. St Martin's.	St Martin's background paper.
9 June 2014 Springhead Trust Fontmell Magna	Opportunities in Renewable Energy for local communities. A free half day seminar aimed at informing representatives of Parish and Town Councils, Neighbourhood Planning groups and other interested parties in Dorset. Attended by David Beaton and GTC Councillor Barry von Clemens.	Documents about Renewable Energy.
11 June 2014 Community Room	Town Team. ATCM workshop: Identity – Branding – USP. Attended by Diane May, Philippa Turnbull, Phil Bevis, Val Potheary, Lucy Ball, Sarah Reeves, David Beaton, Anne Kings.	ATCM PowerPoint presentation.
11 June 2014 Jubilee Room Town Hall	Town Team. ATCM workshop: Communication, Marketing, PR. Attended by Lucy Ball, Sarah Reeves, Julie Hansford, Hugh de longh, Simon Kidner, David Beaton, Phil Bevis, Val Potheary, Kerri Bruce, Lucy Best, Tracy Canford.	ATCM PowerPoint presentation.
25 June 2014 Community Room	Eighty-seventh meeting. Work on Station Road background paper. Create policy re further housing development in Gillingham. Meeting attended by two newcomers to GNPG meetings: Philippa Turnbull (Town Team member & Chair of North Dorset Business Group) and GTC Cllr Barry von Clemens.	PCL Planning Ltd leaflet delivered to some houses in the Chantry Fields area.
26 June 2014 Civic Hall	Cllr David Walsh's weekly 'clinic', 4pm. Appointment with 10 residents from Stour Gardens, Common Mead Lane and The Oaks who wished to discuss PCL Planning Ltd's proposal for housing development at Chantry Fields. This was attended by David Beaton.	Document written by Mr John Piercy giving reasons why this would not be a welcome development for Gillingham. Document in Dropbox/GNPG/Working/Housing/Chantry Fields.
2 July 2014 Community Room	Eighty-eighth meeting. Review background paper Older People.	Older People background paper.
3 July 2014 Jubilee Room	Informal meeting with Shaun Pettitt promoting the benefits to the community of Persimmon's housing development proposal at Windyridge Farm, Bay Road. Meeting attended by David Beaton, John Ryan, Rupert Evill, Julie Hansford, Anne Beckley, Barry von Clemens, Steve Joyce, Roger Monksummers, Dennis Griffin, Alan Frith, Eileen Booton (12).	Persimmon's original draft map of the development. Larger second map showing aspects of the development that would be of community benefit.
9 July 2014 Churchbury House Queen St	Viewing of the property Churchbury House in Queen Street (up for auction at The Digby Hall in Sherborne on 31 July) to assess its potential for community use. Viewing attended by Mark Lewis (Symonds & Samson), Stuart Lucas	Symonds & Samson auction catalogue. Plans of Churchbury House.

Date & Venue	Main agenda items	Legacy documents
	(NDDC building control officer), Jason Mead (owner of the property), David Beaton (GNPG chairman), Su Hunt (Town Councillor), Barry von Clemens (Town Councillor), Sylvia Dobie (Town Clerk).	
9 July 2014 Community Room	Eighty-ninth meeting. Finalise agenda for meeting on 16 July with NDDC Planning Policy Officers. Agree GNPG's policy re housing development other than development identified in NDDC Local Plan 2014-2026. Compile list of community assets.	
16 July 2014 Community Room	Ninetieth meeting. Meeting with NDDC PPOs Nicola Laszlo and Terry Sneller. Also present at meeting: David Beaton, Mark Hebditch, Simon Kidner, Sarah Reeves, John Ryan, Mike Gould, Barry von Clemens.	GNPG background papers.
17 July 2014 Jubilee Room 2pm-8pm	Public Consultation, PCL Planning Ltd. Proposal for development of 236 houses on Chantry Fields.	PCL Planning Ltd plans for housing development proposal at Chantry Fields.
17 July 2014 Jubilee Room	Joint meeting of Town Team Management Committee and First Impressions Group.	
23 July 2014 Community Room	Ninety-first meeting. De-brief meeting with PPOs. Plan for future meetings during July/August.	
5 August 2014 Community Room	Ninety-second meeting. Communications and allocation of homework tasks ready for next meeting on 27 August.	
27 August 2014 Community Room	Ninety-third meeting. Working meeting identifying land use and spatial planning issues and options for inclusion in Draft NP.	
10 September 2014 Community Room	Ninety-fourth meeting. Mapping. Access & Transport background paper. Results of Land Registry search.	Access & Transport background paper.
17 September 2014 Community Room	Ninety-fifth meeting. Open Spaces and the Environment.	Natural England publication: 'Nature Nearby' Accessible Natural Greenspace Guidance
24 September 2014 Community Room	Ninety-sixth meeting. Housing.	
1 October 2014 Community Room	Ninety-seventh meeting. Further work on Open Spaces.	
15 October 2014 Community Room	Ninety-eighth meeting. Identify NP options arising from background papers.	

Date & Venue	Main agenda items	Legacy documents
22 October 2014 Community Room	Ninety-ninth meeting. Further identification of NP options arising from background papers.	
3 November 2014 Jubilee Room Town Hall	Gillingham Growth Board meeting. Attended by Cllr David Walsh (Town, District & County Councillor), Cllr Belinda Ridout (GTC), Sarah Reeves (CRW/3RP/GNPG), Julie Hansford (GTC Clerk Assistant), Simon Coles (Consortium WYG Partner), David Lohfink (Consortium CG Fry), John Greenberg (Consortium Welbeck Land), John Hammond (NDDC Development Services Manager), Nicola Laszlo (NDDC Planning Policy Officer), Robert Lennis (NDDC Major Projects Officer), Anthony Keown (ATLAS).	Minutes of this meeting. Role of the GGB.
5 November 2014 Community Room	Hundredth meeting. Budget. GTC planning applications. Continue work on NP options.	
12 November 2014 Community Room	Hundred and first meeting. Contact by Sarah Reeves with Phil Dominey, Stakeholder Manager, SW Trains. NP Seminar & Networking Event, 5-7pm, Nordon, Mon 24 Nov. Gillingham Growth Board. Project planning checklist. Update on Sunningdale planning application. 'Walkers are Welcome' (WAW) – update from Sheila Messer.	Minutes of 'Walkers are Welcome' (WAW) meeting on 11 Nov 2014, Community Room. WAW Action Plan.
19 November 2014 Community Room	Hundred and second meeting. Report on Assets of Community Value meeting with Hugh de longh. Budget. CPRE Fieldwork report Winter 2014 re housing. Town Team feedback. Extension of Conservation Area.	
26 November 2014 Community Room	Hundred and third meeting. Working meeting: mapping of footway/footpath/cycleway network for Gillingham. Attending the meeting were Sheila Messer of 'Walkers are Welcome' and Jan Wardell, DCC Local Access Forum & Ramblers Dorset Area.	'Public Rights of Way' – info/notes compiled by Jan Wardell. Rights of Way & Development, etc. (Ramblers Website).
3 December 2014 Community Room	Hundred and fourth meeting. St Martin's – asset of community value? De-brief footway footpath/cycleway meeting on 26 Nov.	Hugh de longh's response re St Martin's.
10 December 2014 Community Room	Hundred and fifth meeting.	
17 December 2014 Community Room	Hundred and sixth meeting. Meeting attended by Dave Honey (Gillingham Youth Football) and Nick Cardnell (NDDC Neighbourhood Planning Officer).	
7 January 2015 Community Room	Hundred and seventh meeting. Preparing for Gillingham Growth Board meeting on Monday 12 January.	Document detailing formation of Gillingham Growth Board on 14 April 2014.
12 January 2015	Gillingham Growth Board meeting. Present: Nicola Laszlo, John Hammond,	Brief paper outlining history and vision of GNPG.

Date & Venue	Main agenda items	Legacy documents
Jubilee Room Town Hall	Robert Lennis, Richard Dodson, Mark Hebditch, David Beaton, Belinda Ridout, David Lohfink, Simon Coles, Jonathan Greenberg, Sarah Reeves, John Ryan, Julie Hansford, Anthony Keown.	Latest issues of the GNPG newsletter.
14 January 2015 Community Room	Hundred and eighth meeting. Timescale. Vision. Allocate responsibility for producing objectives for each theme.	
21 January 2015 Community Room	Hundred and ninth meeting. Timescale. Housing survey. Themes.	
28 January 2015 Community Room	Hundred and tenth meeting. Timescale. Community facilities survey. Themes.	
4 February 2015 Community Room	Hundred and eleventh meeting. Deadline for theme key objectives: Environment, Economy, Access & Transport, Health & Wellbeing, Housing, Community Facilities.	Key objective documents for the six themes.
10 February 2015 Community Room	Hundred and twelfth meeting. To make preparations for informal consultation (drop-in event) at Paris Court.	
11 February 2015 Jubilee Room	Hundred and thirteenth meeting. Joint meeting of Town Team and GNPG. Nineteen attended including two students from Gillingham School which is celebrating the 500th anniversary of its foundation.	Town Team action plan – updated 11th February 2015.
13 February 2015 Civic Hall	First of bi-monthly meetings of Gillingham Town Council and GNPG attended by David Milsted, David Walsh, Sylvia Dobie, David Beaton, Simon Kidner, Mark Hebditch and Nick Cardnell. Agenda: 1. GTC projects at Hardings Land and elsewhere 2. GTC's role in GNP 3. Outstanding GNPG tasks/ timescale. Next meeting scheduled for Friday 10 April.	
18 February 2015 Community Room	Hundred and fourteenth meeting. Environment theme.	
25 February 2015 Community Room	Hundred and fifteenth meeting. Preparation for Drop-In Event at Paris Court.	
4 March 2015 Community Room	Hundred and sixteenth meeting. Matters arising from Town Team minutes of meeting on 11 Feb. Engaging a consultant. Preparations for Drop-Event at Paris Court (24-31 March).	Advertisement for Drop-In Event. GNPG newsletter February/March 2015 issue 20

Date & Venue	Main agenda items	Legacy documents
9 March 2015 Civic Hall	Meeting with Jo Witherden, independent Dorset Planning Consultant, with a view to hiring a consultant for the final stages of the NP. Meeting attended by David Beaton, Simon Kidner and Mark Hebditch.	Jo Witherden MRTPI trading as Dorset Planning Consultant Standard Terms and Conditions
11 March 2015 Community Room	Hundredth and seventeenth meeting. Hiring a consultant. Preparations for Drop-In Event at Paris Court.	Drop-In Event posters and flyers
18 March 2015 Community Room	Hundred and eighteenth meeting. Dedicated to preparations for Drop-In Event at Paris Court.	
23 March 2015 Paris Court Upper Station Road	4:00 pm Official opening of Drop-In Event at Paris Court by the Mayor with town councillors present.	
24 March 2015 Paris Court	Meeting of Town Team executive attended by Lucy Ball. Main aim: to examine the branding of Gillingham.	
24 March – 31 March 2015 Paris Court Upper Station Road	GNPG Drop-In Event at Paris Court. Open every day except Sunday; late opening Thursday 28 March. Six themes on display providing: Vision Key objectives Policy	Paperwork for six themes : Access & Transport Community Facilities Health & Wellbeing Economy Environment Housing & Energy.
1 April 2015 Community Room	Hundred and nineteenth meeting. De-brief Paris Court Drop-In Event. Visitors Charlie Dymock and Meril George from Gillingham School were made welcome.	
8 April 2015 Community Room	Hundred and twentieth meeting. Review comments from Paris Court Drop-In Event so that policy intentions can be identified.	Completed comments sheets from Drop-In Event.
9 April 2015 Council Offices Norden	Meeting with Nick Cardnell, Nicola Laszlo and Hugh de longh. Attended by David Beaton, Simon Kidner, Mike Gould and Ian Day. Agenda: 1. NP project timetable; 2. Paris Court event; 3. Jo Witherden professional support; 4. Policy Intentions; 5 Statement of Community Consultation; 6. Resources; 7. Section 106 contributions/CIL (Hugh de longh).	
10 April 2015 Civic Hall Town Hall	Second of bi-monthly meetings with GTC. Attended by David Milsted, David Walsh, Sylvia Dobie, David Beaton and Simon Kidner. Essentially an update on GNPG's activities following the agenda of the previous day's meeting at	

Date & Venue	Main agenda items	Legacy documents
Gillingham	Norden. Next meeting scheduled for Friday 29 May, same time, same venue. DB to invite Nick Cardnell and Jo Witherden.	
15 April 2015 Community Room	Hundred and twenty-first meeting. De-brief of meetings with Nick Cardnell and GTC. Establish availability for consultancy workshops via Doodle. Authorise expenditure on mapping tool.	
22 April 2015 Mike Gould's office, The Square, Gillingham	Meeting to discuss the commercial aspect of potential town centre development, which might be viable via a mix of quality housing and carefully-sized retail outlets. Meeting attended by Mike Gould, Simon Kidner and Chris Aslin (consultant recommended by CG Fry).	
23 April 2015 Community Room/Platform 2 Gillingham Station	Meeting with SW Trains to determine what improvements can be made to make the station a better transport hub and a more attractive approach to Gillingham. Meeting attended by: Ian Day (Chair – community representative); Cllr Val Potheary (Town & District Councillor – NDDC portfolio holder for economic regeneration); Sheila Messer (Chair of Walkers are Welcome & Gillingham Walking Festival); Jan Wardell (ND Ramblers' footpath officer & Dorset Access Forum); David Beaton (Chair GNPG); John Ryan (GNPG); Phil Bevis (Chair Town Team & Vice-Chair Shaftesbury & Gillingham Tourism Association); Robert Lennis (NDDC major projects officer for southern extension); Steve Joyce (GTC); Sue McGowan (DCC Transport Planning Officer); Sarah Reeves (Community Resources Worker – 3RP); Derek Beer (Chair TAG); Sam Woodcock (President Gillingham Local History Society); Phil Dominey (Stakeholder manager SWT); Glen Hatherley (Station manager SWT)	Notes and Action points recorded by Sarah Reeves.
6 May 2015 Community Room	Hundred and twenty-second meeting. De-brief SW Trains meeting. Fix dates for consultancy workshops.	
18 May 2015 Community Room	Workshop One with Jo Witherden. Present: David Beaton, Simon Kidner, Mark Hebditch, John Ryan, Su Hunt, Jo Witherden. Apologies: Mike Gould, Ian Day. Mapping exercise and links to evidence base: Green infrastructure network and opportunities. Heritage assets and character zones. Flooding constraints.	

Date & Venue	Main agenda items	Legacy documents
	Other known constraints.	
20 May 2015 Community Room	Hundred and twenty-third meeting. Welcomed new member Cllr Mrs Anna Baker. Agenda: Project Plan, De-brief Workshop One.	
21 May 2015 Civic Hall Town Hall	Bi-monthly meeting of GNPG and GTC. Present: David Milsted, Sylvia Dobie, Simon Kidner, Mark Hebditch, Jo Witherden. Focus on GNPG Project Plan and update of GNPG activities including the appointment of independent Dorset Planning Consultant, Jo Witherden. Agenda: Governance. Project Plan. FIT standards for recreational space. Consultant. Re 1. Governance, it was decided at the Annual Council Meeting of GTC held on 18 May 2015 that the following councillors should represent the town council on the GNPG: Cllr Mrs Anna Baker Cllr Mrs Val Pothecary It was also agreed at the Annual Council Meeting of GTC that Cllr Mrs Su Hunt should continue with the group and represent the Milton Ward of Gillingham. At this meeting it was agreed that Cllr Mrs Anna Baker would from now on be the reporting voice to GTC instead of David Beaton's monthly report to Full Council.	
21 May 2015 Jubilee Room Town Hall	Town Team Management Meeting. Present: Susan Sullivan (NDDC Economic Development Officer), Philippa Turnbull, Hugh de longh, Ian Day, Janet Swiss, Sarah Reeves, Val Pothecary, Phil Bevis, Mark Hebditch. Apologies: Julie Hansford, Mike Gould, Steve Joyce, David Walsh. Proposed future working structure of Town Team Management: Phil Bevis (Chair) Philippa Turnbull (Vice-chair) Val Pothecary (GTC representative) David Chance	Gillingham Town Centre Business Survey by Susan Sullivan (NDDC Economic Development Officer)

Date & Venue	Main agenda items	Legacy documents
	Ilan Day (communications) Susan Sullivan gave a PowerPoint presentation on the Gillingham Town Centre Business Survey commissioned by NDDC.	
3 June 2015 Community Room	Hundred and twenty-fourth meeting. Agenda: Dropbox, Project Plan, Taking forward workshop actions.	
9 June 2015 Community Room	Workshop Two with Jo Witherden. Mapping exercise and links to evidence base: Transport network and problems areas. Retail / community / education / healthcare / recreation hubs and opportunities. Employment sites. Opportunity sites for redevelopment / intensification.	
10 June 2015 Community Room	Hundred and twenty-fifth meeting. Agenda: De-brief Workshop Two – take forward workshop actions.	
17 June 2015 Shreen Room RiversMeet Leisure Centre	Workshop Three with Jo Witherden. Topic: “Now” and “Future” overview.	
18 June 2015 Jubilee Room Town Hall	Town Team Management Meeting. Present: Susan Sullivan (NDDC Economic Development Officer), Philippa Turnbull, Ilan Day, Sarah Reeves, David Beaton, Val Potheary, Phil Bevis, Steve Joyce, David Chance, Julie Hansford. Agenda: Town Centre Business Survey. Communications & Branding. Public meeting to plan. Relevant project updates SW Trains Heritage	
24 June 2015 Community Room	Hundred and twenty-sixth meeting. Agenda: Working processes of the GNPG. Ownership of themes.	
1 July 2015 Community Room	Hundred and twenty-seventh meeting. Agenda: Arising from the workshop notes, theme champions will: (a) Make recommendations on each point	

Date & Venue	Main agenda items	Legacy documents
	relevant to their theme; (b) Tell the group what stages of the work will be necessary for their theme; (c) Let the group know how long each stage will take them.	
7 July 2015 Andrews & Palmer The Square	Town Team Workshop #1 led by David Chance (Strategic Projection Limited).	
8 July 2015 Community Room	Hundred and twenty-eighth meeting. Agenda: Working with Gillingham Growth Board (GGB) and DCC. Cllr David Walsh present. Productive discussion ensued, particularly with regard to the Master Plan Framework (MPF) being developed by the Consortium for the SSA. We learned that there the MPF will be on display for public consultation in September 2015.	
21 July 2015 Shreen Room RiversMeet	Three Rivers Partnership AGM.	
22 July 2015 Community Room	Hundred and twenty-ninth meeting. Agenda: Management Plan. All theme leaders asked to put on to the Management Plan the timescale for completion of theme draft papers.	
10 August 2015 Jubilee Room Town Hall	Proposed formal and informal open space within the SSA. Present: Julie Hansford, Clare Ratcliffe, Sylvia Dobie, Graham Stanley (DCC Countryside Ranger), Simon Kidner, David Beaton, Anna Baker, Alan Frith, Dennis Griffin, Anne Beckley, Val Potheary, Belinda Ridout, Mike Gould, Barry von Clemens (Deputy Mayor), David Walsh (Mayor), Robert Lennis (NDDC Major Projects Officer), Anthony Keown (ATLAS).	Timescale: MPF 6 week consultation (2015) OPAs (2016) Post outline design work (2017) RMAs (2017/2018) Commencement (soon after 2017/18)
11 August 2015 Andrews & Palmer The Square	Town Team Workshop #2 led by David Chance (Strategic Projection Limited). Present: David Chance, Phil Bevis, Val Potheary, Philippa Turnbull, David Beaton. Apologies: Ian Day, Sarah Reeves, Hugh de longh, Steve Joyce, Julie Hansford, Susan Sullivan.	Draft Town Team website design.
12 August 2015 Community Room	Hundred and thirtieth meeting. Agenda: Process of collating individual theme plans.	Management Plan revised with new objectives and deadlines.
20 August 2015 Community Room	Hundred and thirty-first meeting. Jo Witherden in attendance.	

Date & Venue	Main agenda items	Legacy documents
25 August 2015 Civic Hall	Meeting requested by Bay residents, Peter Maddocks and Joe Kelliter. Present: David Beaton, Val Pothecary, Simon Kidner, Joe Kelliter, Peter Maddocks. Apologies: Mark Hebditch, Mike Gould, Su Hunt, Ian Day. Agenda: Land at Bay.	Various maps and paper written by Peter Maddocks.
26 August 2015 Community Room	Hundred and thirty-second meeting. Agenda: Workshop – Community Facilities.	Draft paper: Community Hall Background paper: Community Hall – What are the options?
16 September 2015 Community Room	Hundred and thirty-third meeting. Agenda: Economy Workshop. Draft paper on the economy theme prepared by Ian Day and Mike Gould to be finalised at this meeting.	Draft paper: Economy
30 September 2015 Community Room	Hundred and thirty-fourth meeting. Agenda: 1. Discuss how to take forward consultancy in the light of Jo Witherden’s proposals. 2. Determine location on Dropbox of draft NP documents for ease of viewing by group members after 10 October deadline for completion of draft documentation.	Jo Witherden’s proposals in letter dated 27 August 2015.
8 October 2015 Andrews & Palmer The Square	Town Team Management Meeting. Present: Phil Bevis, Hugh de longh, Ian Day, David Beaton.	
14 October 2015 Community Room	Hundred and thirty-fifth meeting. Agenda: 1. Agree Jo Witherden’s consultancy proposals. 2. Procedure for confirmation/feedback of draft NP docs.	Draft NP documents.
28 October 2015 Community Room	Hundred and thirty-sixth meeting. Agenda: Discuss comments on draft NP documents.	
11 November 2015 Community Room	Hundred and thirty-seventh meeting. Agenda: Discuss GNPG’s response to consortium’s MPF consultation at RiversMeet on Tuesday 3 November 2015.	South Gillingham Master Plan Framework Draft for Consultation (hard copies at Library/Town Hall & online).
12 November 2015 Andrews & Palmer The Square	Town Team Management Meeting. Present: Phil Bevis, Hugh de longh, Ian Day, David Chance, Philippa Turnbull, Val Pothecary, Julie Hawkins, David Beaton. Apologies: Sarah Reeves, Steve Joyce, Justin Pollard (BBC TV producer).	Heritage Enhancement paper. Up-to-date maps of Town Centre proposed for display at Station and at Waitrose (to replace the existing map on the wall of the covered walkway).
17 November 2015 Community Room	Hundred and thirty-eighth meeting. Jo Witherden in attendance. Agenda: Discuss structure and style of draft NP documents.	

Date & Venue	Main agenda items	Legacy documents
25 November 2015 Community Room	Hundred and thirty-ninth meeting. Jo Witherden in attendance. Agenda: Review first iteration of draft NP.	
2 December 2015 Community Room	Hundred and fortieth meeting. Discuss GNPG comments on MPF – formulate GNPG response to Southern Extension Consortium: Taylor Wimpey – C G Fry & Son – Welbeck Land – Terence O'Rourke.	South Gillingham Master Plan Framework Draft for Consultation Nov 2015 71 page document
3 December 2015 Walkabout around the town	David Beaton, Simon Kidner and Val Potheary met with Sarah Price (Senior Technical Officer, Sustainable Transport, DCC) and Kevin Humphries (DCC) to walk around the town following footpaths and cycleways in order to firm up the Neighbourhood Plan mapping of footpaths/cycleways and for DCC to see first-hand what is being proposed.	Large scale map brought by Sarah Price
9 December 2015 Community Room	Hundred and forty-first meeting. Agenda: Finalise comments to Consortium re MPF.	
15 December 2015 Civic Hall	Hundred and forty-second meeting. Jo Witherden in attendance. Agenda: Review second iteration of draft NP.	Second iteration of draft NP.
13 January 2016 Community Room	Hundred and forty-third meeting. Jo Witherden attendance. Agenda: Review third iteration of draft NP.	Third iteration of draft NP.
27 January 2016 Community Room	Hundred and forty-fourth meeting. Agenda: Photo library. Decide which images to select for NP.	NP photo library.
3 February 2016 Jubilee Room	Presentation of Draft Plan to GTC for the Full Council to approve the Plan in principle so that it can move forward to Public Consultation, the next statutory step.	Draft Plan v4 160118
9 February 2016 Jubilee Room	Hundred and forty-fifth meeting. Agenda: De-brief presentation to GTC. Present: David Beaton, Simon Kidner, Mike Gould, Ian Day, Su Hunt, Julie Hawkins, Sylvia Dobie, Belinda Ridout, Barry von Clemens. Two main points need to be clarified: Land at Bay. Self-build/custom build on the SSA.	PowerPoint presentation given by SK arguing the case for treating Land at Bay as 'important green gap' and placing planned housing development elsewhere. Hand-out given out by SK.
24 February 2016 Community Room	Hundred and forty-sixth meeting. Agenda: Agree policy on Land at Bay. Update on progress being made re meeting with Consortium.	

Date & Venue	Main agenda items	Legacy documents
2 March 2016 Community Room	Hundred and forty-seventh meeting. Agenda: Work on finalising Draft NP.	
16 March 2016 Community Room	Hundred and forty-eighth meeting. Agenda: Work on finalising Draft NP.	Draft Plan v11
21 March 2016	'Final' Draft Plan v12 submitted to GTC for approval at Full Council on Monday 28 March 2016	Draft Plan v12 – tracked change copy and clean copy.
29 March 2016	GTC Full Council approves draft NP provided changes are made following GTC notes.	
6 April 2016 Community Room	Hundred and forty-ninth meeting. Agenda: Next steps now that draft NP has received the approval of the qualifying body.	
12 April 2016 Civic Hall	Hundred and fiftieth meeting. Agenda: Dedicated discussion of the consultation process.	
20 April 2016 Community Room	Hundred and fifty-first meeting. Agenda: Enquiry by Mr Maddock, resident at Bay. Preparations for public consultation.	Minutes of and meetings and other documents relating to GNPG discussions re Land at Bay made available to Mr Maddock.
9 May 2016 Jubilee Room	Hundred and fifty-second meeting. Agenda: Preparations for public consultation.	Press release p. 40 Blackmore Vale Magazine Public Notices giving notice of eight-week consultation from 16 May to 10 July 2016. Leaflet containing vision, summary, exhibition dates and comments form. Letters to agencies, landowners and NDDC.
19 May 2016 Community Room	Hundred and fifty-third meeting. Agenda: Preparations for public consultation.	20.05.16 Blackmore Vale Magazine Letters to the Editor – letter from Mr Peter Maddock headed 'What about objections to neighbourhood plan?' 27.05.16 Blackmore Vale Magazine Letters to the Editor – letter from Mr David Beaton headed 'Planning for future of town'.
4 June 2016	Gillingham in Gear. GNPG has a stand with banners, leaflets, maps and draft	Banners, leaflets, maps, flyers, questionnaire, draft

Date & Venue	Main agenda items	Legacy documents
Town Meadow	NP.	Neighbourhood Plan
5 June 2016 Recreation Ground	'Party beside the Rec'. GNPNG has a stand with banners, leaflets, maps and draft NP.	Banners, leaflets, maps, flyers, questionnaire, draft Neighbourhood Plan
8 June 2016 Community Room	Hundred and fifty-fourth meeting. Agenda: Preparations for public consultation.	03.06.16 Blackmore Vale Magazine Letters to the Editor – letter from Mr Peter Maddock headed 'When is a plan group not a planning group?'
10 June – 16 June Town Hall	Gillingham Draft Neighbourhood Plan Exhibition. Display materials (banners, policies, maps, Atkins Report, TDS, Master Plan Framework for Southern Extension, press publicity). Two copies of Draft NP. 160 people visited during the 7 days.	Comments Forms received:- - during the exhibition; - at Gillingham in Gear; - at Party beside the Rec; - at Town Hall Reception; - at Library; - online; - via email.
22 June 2016 Three Rivers Partnership AGM	Chairman David Beaton invited to speak about the Neighbourhood Plan.	Chairman, Mr Mark Hebditch, gave a report during which the NP was mentioned as being of vital importance for the future of the town. He warmly thanked the volunteers in the GNPNG for the three and a half years' work they have put in to produce a Draft Neighbourhood Plan for the public consultation which is currently taking place.
13 July 2016 Community Room	Hundred and fifty-fifth meeting. Agenda: Establish how comments will be processed and, where appropriate, incorporated into the final draft of the NP.	30.06.16 Western Gazette article by Staff Reporter headed 'More homes will destroy town heritage'
21 July 2016 Andrews & Palmer The Square	Town Team meeting. Chaired by Phil Bevis. David Beaton in attendance.	
28 July 2016 Community Room	Hundred and fifty-sixth meeting. Agenda: Comment summaries.	Comment summaries.
3 August 2016 Community Room	Hundred and fifty-seventh meeting. Agenda: Comment actions.	
10 August 2016	Hundred and fifty-eighth meeting.	North Dorset Local Plan Review background

Date & Venue	Main agenda items	Legacy documents
Community Room	Agenda: Agree response to North Dorset Local Plan Review. Comment actions.	documents Local Plan Review – Sustainability Appraisal Scoping Report (July 2016) Local Development Scheme North Dorset Local Plan Review, Cabinet Committee Report (4 April 2016)
18 August 2016 Community Room	Hundred and fifty-ninth meeting. Agenda: Comment actions.	18.08.16 Western Gazette article by Daniel Mumby headed ‘resident fears homes will destroy past’
24 August 2016 Community Room	Hundred and fifty-ninth meeting. Working meeting: Comment actions.	Consolidated comments received on comments forms, online and by email. Comments received from statutory bodies. Comments received from NDDC PPO Nicola Laszlo.
31 August 2016 Community Room	Hundred and sixtieth meeting. Working meeting: Comment actions.	
28 September 2016 Community Room	Hundred and sixty-first meeting. Agenda: Informal meeting of GNPG with GTC on 29th September.	
29 September 2016 Jubilee Room	Informal meeting of GNPG with GTC to discuss modifications to Draft NP as a result of the Public Consultation 16 May – 10 July 2016. Agenda: Apologies. To receive brief introduction. To receive a seven minute PowerPoint presentation highlighting the elements in the NP regulations relating to what can be done by a NP whilst remaining in general conformity with the Local Plan. Recommended revision to the Plan.	Consolidated comments received on comments forms, online and via email with names and addresses removed. Circulated to Councillors prior to the meeting. Notes made by Julie Hawkins.
11 October 2016 Norden Blandford	NDDC Planning Committee meeting	Outline planning application for housing development on land east of Barnaby Mead.
12 October 2016 Community Room	Hundred and sixty-second meeting. Agenda: Prepare for meeting of GNPG with Nicola Laszlo and Jo Witherden on Thursday 13 October.	Numerous documents summarising comments and giving recommended actions for modifications to Draft NP.
13 October 2016	Hundred and sixty-third meeting.	Meeting notes.

Date & Venue	Main agenda items	Legacy documents
Community Room	Meeting of GNPG with Nicola Laszlo, Jo Witherden and David Walsh. Agenda: KEY ISSUES – local plan refresh; land at Bay; conformity issues; southern extension master plan; Chantry Fields. OTHER MATTERS – help with mapping from NDDC; town centre issues; caveats, consultations and production of guidance etc. in policies; renewable energy/energy efficiency; self-build/custom build requirement.	
26 October 2016 Community Room	Hundred and sixty-fourth meeting. Agenda: Resolve pending actions that need to be done before JW can see if her help is required; Discuss those areas where it may be useful to discuss GNPG’s approach or where JW may have suggested a slightly different approach. Identify any other areas that need to be discussed with JW which may have been overlooked.	Comments and Actions table ALL 161009 Comments and Actions table ALL 161009 – additional notes
3 November 2016 Community Room	Hundred and sixty-fifth meeting. Agenda: Work through Comments and Actions document with Jo Witherden.	20161103 Comments and Actions table ALL
11 November 2016 Community Room	Hundred and sixty-sixth meeting. Agenda: Continuation of meeting on 3 November. Finish working through Comments and Actions document with Jo Witherden.	
14 December 2016 Community Room	Hundred and sixty-seventh meeting. Agenda: Review Comments & Actions table – make sure that all have been dealt with. Look at Proofread of Draft NP document and agree changes. Update Management Plan.	Draft Plan v16 submission draft – showing tracked changes. 20161130 Proofread of Draft Plan v16 submission draft
11 January 2017 Community Room	Hundred and sixty-eighth meeting. Agenda: Latest on progress with Draft NP for submission to GTC Full Council. Fill in the gaps in the Basic Conditions Statement.	Basic Conditions Statement
16 January 2017	Pre-submission draft Plan submitted to Gillingham Town Council for	Draft Plan v17c submission draft 170109 – as changed

Date & Venue	Main agenda items	Legacy documents
Town Hall	consideration at next Full Council Meeting on Monday 23 January 2017.	(PDF) Ditto showing tracked changes (PDF & Word)
23 January 2017 Jubilee Room	GTC Full Council meets to consider draft Gillingham Neighbourhood Plan for approval so that it can be submitted to NDDC. Some amendments needed to be made (see adjoining extract 238 from the minutes) and an Extraordinary Full Council meeting was called for 13 February 2017.	Extract from the minutes of this meeting: 238. To receive and consider the final revised draft Gillingham Neighbourhood Plan (GNPG) document for submission to North Dorset District Council. Cllr Monksummers referred to page 43 paragraph 11.8 and asked for the paragraph to be amended to reflect the current situation on no toilets and changing facilities being available at the Recreation Ground in Harding Lane. Cllr Mrs Hunt referred to page 39 paragraph 10.15 and asked for the paragraph to be amended to reflect the current situation that Milton-on-Stour does not have a local store. Cllr Walsh informed the meeting that he was North Dorset District Council Champion for Neighbourhood Plans and thanked everyone involved for their hard work and commitment in producing the plan for Gillingham.
13 February 2017 Jubilee Room	GTC Extraordinary Full Council meets to consider draft Gillingham Neighbourhood Plan with amendments for approval so that it can be submitted to NDDC. Members considered all the information they had received and following a discussion Cllr Von Clemens proposed "That the plan (v17c) with any further changes (as per the meeting) be adopted for submission along with the necessary supporting information". Cllr Mrs Ridout seconded and the vote was unanimous with the acceptance of Cllr Mrs Potheary who abstained from voting due to her involvement in assisting with the compiling of the GP. RESOLVED Cllr Von Clemens proposed "That the Gillingham Neighbourhood Plan Group be delegated to commence with the submission of all documentation on	Letter from Sylvia Dobie, Town Clerk to Gillingham Town Council, addressed to Mr David Beaton, Chairman of the Gillingham Neighbourhood Plan Group, dated 15th February 2017: "Dear Mr Beaton "Re: Draft Gillingham Neighbourhood Plan "I am writing to inform you that Gillingham Town Council, at their Extraordinary Full Council meeting held on the 13th February 2017 asked for the additional amendments listed below to be included within the final draft. I have copied below an extract of the minutes which

Date & Venue	Main agenda items	Legacy documents
	behalf of Gillingham Town Council". Cllr Monksummers seconded and the vote was unanimous. RESOLVED Cllr Frith proposed "That agreement of the independent examiner's appointment with NDDC be delegated to the GNP Group in consultation with the Mayor/Chairman of the Planning Committee". Cllr Joyce seconded and the vote was unanimous. RESOLVED	also include the three resolutions made in respect of the draft GNP. [The letter continues with the wording of the minutes of the Full Council meeting on 23 January 2017 – see above – and finishes with the text to the left.]
22 February 2017 Community Room	Hundred and sixty-ninth meeting. Agenda: Agree wording of amendments requested by GTC/decide which maps need to be upgraded. Basic Conditions Statement. List of submission documents.	Shillingstone Neighbourhood Plan – List of Submission Documents Satisfaction letter and checklist received from NDDC
9 March 2017 Community Room	Hundred and seventieth meeting. Agenda: Website. 2. Evidence Trail	
17 March 2017 Community Room	Hundred and seventy-first meeting. Agenda: Evidence Trail	
5 April 2017 Community Room	Hundred and seventy-second meeting. Agenda: Schedule of Evidence	Schedule of Evidence
11 April 2017 Community Room	Hundred and seventy-third meeting. Agenda: Schedule of Evidence	
25 April 2017 Community Room	Hundred and seventy-fourth meeting. Agenda: Schedule of Evidence	
1 June 2017 Community Room	Hundred and seventy-fourth meeting. Agenda: Schedule of Evidence	
8 June 2017 Community Room	Hundred and seventy-fifth meeting. Agenda: Schedule of Evidence	
22 June 2017 Val Potheary's house	Hundred and seventy-sixth meeting. Agenda: Submission Documents	
27 June 2017	Working meeting: David Beaton & Simon Kidner. Record of Consultation.	

Date & Venue	Main agenda items	Legacy documents
28 June 2017 Val Potheary's house	Hundred and seventy-eighth meeting. Agenda: Submission Documents, in particular the Record of Consultation showing Core Consultation Events, associated publicity and outcomes.	Record of Consultation