



Contact [ndp@keynsham-tc.gov.uk](mailto:ndp@keynsham-tc.gov.uk) Telephone 0117 9868683

## **NDP Steering Group Meeting Minutes**

### **Thursday 8<sup>th</sup> May 2025 – 6.30 pm**

PRESENT: Councillors M Burton, C Fricker and H MacFie

IN ATTENDANCE: D Drury (Town Clerk) and Alan Jenner (Assistant Town Clerk)

#### **50. APOLOGIES**

Cllr C Davis.

#### **51. DECLARATIONS OF INTEREST**

There were none.

#### **52. DISPENSATIONS**

There were none.

#### **53. MINUTES OF MEETING ON 6<sup>TH</sup> March 2025**

##### ***RESOLVED:***

***The minutes from the meeting on 6<sup>th</sup> March 2025 were received and noted.***

#### **54. DRAFT NDP DOCUMENT**

The Assistant Town Clerk presented a suggested draft Neighbourhood Development Plan document. He was assisted by the Business and Communications Officer in respect of the layout and styling of the document.

He explained that it was his intention to put the Town Council aims into a tabulated format that is to be inserted into the plan, include lots more photographs to make the plan more visual for members of our community reading the same. Using members of the community to take photos (perhaps re-launch the monthly photographic competition to get a bank of photos). Colours and images on the front cover maybe changed if Council prefers a different design.

'Making our vision our future' strap line on the cover may also be amended, if required.

The word 'appropriate' in the original Vision from Keynsham needs to be changed to something like 'sustainable' which is measurable. The only inclusion in the plan that was a historic approval of the Steering Group was the small square logo. This too can be changed.



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A copy of the document is in the SharePoint and officers would welcome any suggestions of amendments, changes and additions to this draft until we get to a stage when we are set on a particular document and layout that we want to move forward with.

Going forward as part of the Development Plan, Council will need to have a clear picture of what Keynsham should look like in all of its areas in 2047. If Council has this longer vision, then any individual applications that occur during the development of plan can be consider as to whether they fit with this vision. The document needs to be sure that it adds value in addition to the Local Plan and the B&NES Core Strategy.

All the consultations that we are undertaking are very good as they help to formulae the aims from the community voice. In order to protect the identity of Keynsham these aims will be extremely important. The objectives for example stating that each house built should be supporting Biodiversity and encouraging wildlife e.g. green corridors. It would be good to add value by adding climate initiatives. Cllr Burton will send the Assistant Town Clerk a comment in respect of this point.

Council will define when, what for and how to formulate the document but we need to make sure the why is clear to the community (to increase the CIL income from 15% to 25%). The strength of our plan was discussed. We could add to the National Policy as long as it does not conflict. Council have already identified some key points that are important to Keynsham, especially within the transport policy. 15-minute neighbourhoods were mentioned.

The existing policies are a good start, these will just need reviewing as the document is formulated. The addition of hyper links to allow movement between the appendices and external references would be good to include in the NDP. It was suggested that a simplified version of the NDP be produced alongside the main detailed plan so that everyone, if they wished so, could pick it up and understand what it about and what is its purpose. A clear one-page summary at the start was suggested. Including a stake holder list naming everyone who has been involved in the production of the plan to show that it was not just produced by the Town Council.

As a starting point, the Steering Group need to look at maps of the town to decide on designated areas to concentrate the plan on. Maps will be brought to the next meeting for the Steering Group members to work on. These designated areas will need to be approved by B&NES Council. Inclusion of outskirt developments that may add pressure on the roads into and out of Keynsham and marina developments that have been talked about in the past.

**RESOLVED:**

- (i) To receive and note an update on the draft Neighbourhood Development Plan including content, vision, aims and policies.**

- (ii) *That the Clerk write to Richard Daone and ask him what the Keynsham North Area will look like in 2047.*
- (iii) *That the Steering Group look at one title from the draft document each meeting and work on the same. There is plenty of time, if it is found that the plan needs to be moved on meetings can be amended to monthly. The first item to look at is the Health and Wellbeing – recreation policy (looking at how doctor's surgeries work now compared to when the plan was started. The shortage of dentists, a location for a large theatre).*

## **55. YOUNG PEOPLE'S SURVEY**

**RESOLVED:**

- (i) *To note that this consultation is to be launched from mid-June with a deadline of the end of July 2025. The consultation is to be undertaken by the young people of KeynshamNow and TimeOut at the Youth Fest/Music Festival, school assemblies and drop-in sessions at other local young people organisations (Scouts, Guides, Girls Brigade, etc.)*
- (ii) *That consultation cards with QR codes to the online consultation document be produced for handing out to young people.*

## **56. BUSINESS CONSULTATION**

**RESOLVED:**

- (i) *To note that the business consultation was launched on 1<sup>st</sup> March 2025 and ran to Monday 31<sup>st</sup> March 2025.*
- (ii) *To note the verbal update in respect of the original consultation launch.*
- (iii) *The officers to re-launch the survey.*

## **57. TRAVEL SURVEY**

**RESOLVED:**

*To note that the results from B&NES Council's Active Travel Plan Consultation be considered when producing the Town Council's Active Travel Plan report for the NDP together with the results of our Bus Consultation and GWR data.*

## **58. DATE OF THE NEXT MEETING**

**RESOLVED:**

*That the date of the next meeting be agreed by Doodle Calendar (Early July 2025).*



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The meeting finished at 8.00 p.m.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

(Chair of Steering Group)