



Contact ndp@keynsham-tc.gov.uk Telephone 0117 9868683

NDP Steering Group Meeting Minutes Wednesday 3rd September 2025 – 6.30 pm

PRESENT: Councillors M Burton, D Cooper, C Fricker and H MacFie

IN ATTENDANCE: D Drury (Town Clerk)

1. APOLOGIES

RESOLVED:

There were none.

2. DECLARATIONS OF INTEREST

RESOLVED:

There were none.

3. DISPENSATIONS

RESOLVED:

There were none.

4. NOTES OF MEETING ON 2nd July 2025

RESOLVED:

That the minutes of the meeting held on 2nd July 2025 were received and noted and signed by the Chairman.

5. NDP BUDGET 2026 - 2027

RESOLVED:

To note that there is currently £38,878 allocated in an EMR for the Neighbourhood Development Plan. This money is for the appointment of a consultant, referendum, consultation costs and should remain in the EMR. This is information for the forthcoming Town Council budget planning 2026 – 2027.

6. DRAFT NDP DOCUMENT (Recreation Topic Group Matrices and Draft Policy Statements)

RESOLVED:

(i) That the revisions be received and noted.

(ii) That the document needs further revisions and the Town Clerk will make initial amendments.

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- (iii) That Councillors Burton and Cooper make an appointment with the Assistant Town Clerk to work on further amendments and tightening up the documents.
- (iv) The Town Clerk was asked to request a copy of B&NES Playing Pitch Strategy.
- (v) That the Town Clerk seek additional evidence documents from B&NES Indoor Facilities Strategy and Community Facilities Strategy.
- (vi) That the Steering Group start looking at the Housing Policies at the next meeting.

7. YOUNG PEOPLE'S SURVEY

RESOLVED:

- (i) That to date 36 responses have been received.
- (ii) That the deadline for responses be extended to allow for focus group meetings at the Wellsway, Broadlands and IKB secondary schools.
- (iii) That the survey be forwarded to other youth organisations in the town. Deadline for responses end of November.

8. BUSINESS CONSULTATION

The Town Clerk was asked to find out the details of the businesses working in the Chocolate Quarter and whether any areas remain unoccupied.

RESOLVED:

- (i) To receive and note that 20 responses were received.
- (ii) That an analysis of results be presented at the next meeting.
- (iii) To turn the survey into focus group sessions at future meetings of the Town Council's Business Forum once they start in the New Year.

9. TRAVEL SURVEY

RESOLVED:

- (i) 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.
- (ii) That the B&NES Movement Strategy be used as evidence for the Neighbourhood Development Plan.
- (iii) That the NDP Steering Group also consider the WECA Growth Zone Strategy once it is available.

10. DATE OF THE NEXT MEETING

RESOLVED:

That the date of the next meeting be agreed by Doodle Calendar (late-October 2025).

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The meeting finished at 7.15 p.m.

Signed:  Date: 3-11-25
(Chair of NDP Steering Group)

