

MINUTES of the meeting of the NEIGHBOURHOOD PLAN LOCAL COUNCIL JOINT COMMITTEE held at Mountfield, Bridport on Tuesday 5 July 2016 at 10.00 a.m.

PRESENT Cllrs: Tricia Dendle (Bradpole Parish Council), Ian Bark (Bothenhampton & Walditch Parish Council), Phil Lathey (Allington Parish Council), Amanda Streatfeild (Symondsburry Parish Council) and Sarah Williams (Bridport Town Council).

Also present: Bob Gillis (Clerk to the Joint Committee), Katy Graham (Project Manager and Community Initiatives Officer) and Paul Bowditch (Allington Parish Council)

It was agreed that Cllr Tricia Dendle would Chair the meeting.

1. APOLOGIES

There no apologies for absence.

2. MINUTES

RESOLVED: that the minutes of the meeting of the Joint Committee held on 18 April 2016 be approved.

3. DECLARATIONS OF INTEREST

There were no declarations of interest.

4. PROJECT UPDATE AND REVIEW

The Town Clerk presented the project update report and highlighted the project milestones and current position with the working groups.

The Committee made the following comments:

- There was still a need for more parish involvement and it was important that parishes were fully involved.
- The Working Groups had done a lot of hard work but it would be important that everyone had the opportunity to consider their findings and recommendations.
- Issues of land use would need to be carefully considered alongside necessary infrastructure for any development.

RESOLVED: that the update be noted.

5. PROJECT MANAGEMENT SUPPORT

The Joint Committee welcomed Katy Graham to the meeting. Katy was the new Project Manager and Community Initiatives Officer in the Town Council. Katy's role would include project management of the Neighbourhood Plan.

RESOLVED: that the update be noted.

6. FUNDING AND ADDITIONAL CONSULTANCY SUPPORT

The Town Clerk had circulated a report to the Joint Committee prior to the meeting, setting out the current funding position and seeking approval for additional consultancy support for the working groups.

The main area where additional support was identified was in compiling economic data to assist the economy group. This work would involve:

a) Update the employment/economic statistics in the Coastal Community Team Economic Plan, so they cover all five parishes in the Neighbourhood Plan area (and not just the Bridport Town Council area).

b) Undertake the survey of the local trading estates, to try and gather some consistent information about vacant units, enquiries and shortages. Also speak to local commercial letting agents about demand for business units and town centre shops.

The total cost of this work is estimated to be £1,200

Other support could also be required for working groups and it was recommended that the Clerk be given delegated authority to agree overall funding up to £3,000.

In discussion of the trading estate survey it was asked if the Joint Committee representatives could be asked to check that all the estates were being picked up.

RESOLVED: that the Clerk be given delegated authority to agree funding, including the support for the Economy Group work, up to a maximum of £3,000 as outlined in the report.

7. NEIGHBOURHOOD PLAN STEERING GROUP MEMBERSHIP

The latest position on the membership was noted and the Joint Committee asked that its thanks be recorded to Phyllida Culpin for her continued work as Chairman of the Joint Committee.

RESOLVED: that the update be noted.

8. FUTURE AGENDA ITEMS

It was agreed that there was a need for a discussion with West Dorset District Council on what the options were for allocating Section 106 and Community Infrastructure levy contributions. The relevant officers should be invited to attend the next meeting of the Joint Committee. This was an important issue, that could also be picked up through the Neighbourhood Plan and it would be good for the Joint Committee to discuss the options for future allocation of funding received.

9. FUTURE MEETINGS

RESOLVED: that the next meeting of the Joint Committee be held on 8 September 2016 at 10am in Mountfield.

The meeting closed at **10.55 a.m.**