

MINUTES of an INQUORATE meeting of the NEIGHBOURHOOD PLAN LOCAL COUNCIL JOINT COMMITTEE held at Mountfield, Bridport on Tuesday 21 February 2017 at 10.00 a.m.

PRESENT Cllrs: Tricia Dendle (Bradpole Parish Council), Ian Bark (Bothenhampton & Walditch Parish Council), Peter Smith (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), Cllr Colin Baker (Bradpole Parish Council).

Phyllida Culpin (Neighbourhood Plan Steering Group).

**1. ELECTION OF CHAIR**

It was agreed that Cllr Tricia Dendle Chair the meeting and be recommended as Chair for the 2016/17 at the next quorate meeting.

**2. APOLOGIES**

An apology for absence was submitted on behalf of Cllr Phil Lathey (Allington Parish Council).

It was emphasised how important it was that the Joint Committee was quorate and it was hoped that all councils could be represented at future meetings.

**3. MINUTES**

AGREED: that the Notes of the inquorate meeting on 30 January 2017 and the minutes of the meeting of the Joint Committee held on 5 July 2016 be confirmed.

**4. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**5. PROJECT UPDATE AND REVIEW**

There was an update on the Project and the updated Project Plan.

Phyllida Culpin, Steering Group Chair, said that they were finalising the reports from the working groups, ready to publish for consultation with the parish and town councils in April/May.

The Steering Group had asked how the information and findings would be considered by the councils and they were concerned to know the implications of a council not supporting the plan and asked whether reasons would be given by each council for their decisions.

The Steering Group would also hope to receive more support from the District Council in the crucial later stages of the process.

The update was noted.

**6. REPORT BACK FROM MEETING WITH WEST DORSET DISTRICT COUNCIL**

The Joint Committee had received a copy of the notes of the meeting and it was agreed that the District Council should be thanked for their advice and clarification. It was also asked if they could be reminded of the need for a Dorset County Council contact as raised at the meeting.

It was generally agreed that the work on the Plan needed to progress in accordance with the advice received and it was reiterated that the Steering Group needed to receive the necessary support and guidance from the District Council.

**7. BUDGET**

The Town Clerk reported on the additional sum to be paid, under the Locality funding, for the site assessment work. As reported previously, the Locality funding would be allocated and spent in accordance with the purpose of the grant, which included meeting the costs of the site assessment work.

The update was noted and endorsed.

**8. CONSULTATION PROPOSALS AND PROCESS**

This matter had been also been raised under item 6. It was agreed that all councils needed to consider how they would make their decisions on the draft Plan, noting that the participating councils had a shared interest in the wider area, as agreed in the Outline decision making structure document.

It was agreed that this needed to be considered at the next meeting of the Joint Committee.

**9. OTHER INFORMATION UPDATE ITEMS: FUTURE MEETINGS**

It was reported that Colin Sparkes was now attending the Steering Group representing Bothenhampton & Walditch.

Bridport Local Area Partnership was to hold a meeting of all BLAP area councils to discuss the challenges and opportunities for parish councils of the unitary proposals. This meeting was to be held on 6 April and all parishes had been sent invitations.

AGREED: that the update be noted.

**10. FUTURE MEETINGS**

AGREED: that the Joint Committee meet next on Tuesday 21 March at 10am

The meeting closed at **11.45 a.m.**