

Minutes of a meeting of the NEIGHBOURHOOD PLAN LOCAL COUNCIL JOINT COMMITTEE held at Mountfield, Bridport on Thursday 25 January 2018 at 12.00 p.m.

PRESENT: Councillors: Paul Bowditch (Allington Parish Council), Colin Baker (Bradpole Parish Council), Ian Bark (Bothenhampton & Walditch Parish Council), Amanda Streatfeild (Symondsburry Parish Council) and Sarah Williams (Bridport Town Council),

Also present: Bob Gillis (Clerk to the Joint Committee).

**1. APOLOGIES**

There were no apologies.

**2. MINUTES**

RESOLVED: that the minutes of the meeting held on 23 November 2017 be approved.

**3. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**4. CONSULTANCY ARRANGEMENTS**

The Committee discussed the appointment of Feria-Urbanism and received an update from the Clerk on the contract management arrangements. The consultants were to review the work so far undertaken by the Steering Group and would then provide a re-profiled task list, including looking to allocate more time to policy development. As the contract with the consultant would be with the Town Council, the Clerk would manage the delivery of the contract.

It was asked if the Joint Committee members could be invited to the Steering Group when Feria-Urbanism were to attend.

Members commented that an important part of the design work was to make clear the distinctiveness of each parish.

RESOLVED: that the updated be noted.

**5. MEETING WITH WEST DORSET DISTRICT COUNCIL**

The Committee discussed the need to specify where the potential "problem areas" were in the draft intentions and, working with the consultants, look to work with West Dorset District Council to get the wording of the policies right.

RESOLVED: that the update be noted.

**6. APPOINTMENT OF NEW PROJECT MANAGER**

The Clerk updated members on the new Project Manager appointment.

David Dixon will be starting on February 5 as the new Project Manager and Community Initiatives Officer. David has a lot of experience of project management in the community and public sectors. He also has experience of successful fund raising

and supporting neighbourhood planning. He will initially be working three days a week.

RESOLVED: that the update be noted.

**7. PLAN TIMELINE**

The Clerk reported on the updated timeline, sent through to members prior to the meeting. There had been initial discussions on the timeline with Fera-Urbanism. The timing for the pre-submission work and Regulation 14 consultation was seen to be achievable but the post consultation review and amendments timing may need to be revised, depending on the level of response to the consultation.

RESOLVED: that the update be noted

**8. BUDGET**

The latest position on the budget had been circulated prior to the meeting and it was

RESOLVED: that the latest position on the budget be noted.

**9. COMMUNITY INFRASTRUCTURE LEVY & THE NEIGHBOURHOOD PLAN**

There was a discussion about CiL Payments, how they would be apportioned following the adoption of the Neighbourhood Plan and whether the Plan could include a policy on this point. It was asked if confirmation could be sought from West Dorset District Council on the capping of the payments for parishes that did not have a neighbourhood plan.

RESOLVED: that the position on CiL payments be noted and the Joint Committee receive a report back on this at a future meeting.

**10. OTHER INFORMATION UPDATE ITEMS/FUTURE MEETINGS**

RESOLVED: that the next meeting of the Joint Committee be held on 1 March at 10am and meetings be scheduled thereafter for the first Thursday of each month, to be cancelled if not needed.

The meeting closed at **1:00p.m.**