

Minutes of a meeting of the NEIGHBOURHOOD PLAN LOCAL COUNCIL JOINT COMMITTEE held at Mountfield, Bridport on Thursday 3 May 2018 at 11.00 a.m.

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

Also present: David Dixon (Project Manager and Community Initiatives Officer), Bob Gillis (Clerk to the Joint Committee).

1. APOLOGIES

An apology for absence was submitted on behalf of Sarah Williams (Bridport Town Council).

2. MINUTES

RESOLVED: that the minutes of the meeting held on 5 April 2018 be approved subject to amendment to show Symondsburry and Bothenhampton as the councils to be invoiced (minute 7).

3. DECLARATIONS OF INTEREST

There were no declarations of interest.

4. TOWN CENTRE WORKSHOPS

The Project Manager and Community Initiatives Officer reported on the town centre workshop held with FERIA Urbanism on 25 April. The following issues were covered:

New town centre section – discussion about the policies to be included. Key issues being looked at were:

- Climate change v car parking. Document to propose maintaining existing car parking.
- Park and Ride options.
- Support for bus station.
- Town centre quarters

The draft wording was going back to the Steering Group later that day.

The character assessments document had been circulated to the parishes.

RESOLVED: that the updated be noted.

5. PROJECT MANAGER REPORT

The Project Manager reported on the following:

Grant request submitted to Locality for the design work support and preparation of the document. £6,500 requested and there was still a small amount left that could be claimed. Support had been sought for design/consultation work and support for workshops.

Also requested technical support on testing housing policies and definitions of affordability and for a retail specialist to look at town centre policies.

The initial feedback from Locality was positive.

Regulation 14 consultation – the design and print work needed to be commissioned. Preferred options, after a selection process, were: Creeds for the printing; Feria for the summary document; and 3 Hours West to produce the flyer/poster.

The costs would be met from the £5,000 earmarked in the budget for events/publicity and Plan production.

10,000 flyers and posters will be produced and a PowerPoint will also be available for use at the events.

RESOLVED: that the update be noted and the proposed commissioning of the Regulation 14 consultation, printing and publicity be endorsed.

6. BUDGET

The latest position on the budget was reported.

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

7. STEERING GROUP MEMBERSHIP

Rosie Mathisen was recommended for the Steering Group membership at the last Joint Committee meeting and the Chamber had also been invited to appoint a new representative.

RESOLVED: that the updates to the membership be approved as above.

8. OTHER INFORMATION UPDATE ITEMS/FUTURE MEETINGS

There was to be a meeting with the Joint Committee, Steering Group and Feria on May 30th 3pm - 6pm to discuss the Regulation 14 draft Plan.

The final draft will be distributed 21/22 May and it is hoped that any problems could be raised before 30 May.

The next Joint Committee meeting could include a “practice run” of the consultation presentation.

All councils to consider holding individual parish meetings/events during the consultation period, which will be for a minimum 6 week period from 18 June.

The Steering Group will hold events in the town including on the town centre policies. There would also be a launch event.

Councils were asked to let the Project Manager know which dates were chosen for their meetings.

RESOLVED: that the next meeting of the Joint Committee be held on 7 June at 9am

The meeting closed at **12:20 p.m.**