

Minutes of a meeting of the NEIGHBOURHOOD PLAN LOCAL COUNCIL  
JOINT COMMITTEE held at Mountfield, Bridport on Thursday  
29 November 2018 at 10.00am

PRESENT: Councillors: Colin Baker (Bradpole Parish Council), Phil Lathey (Allington Parish Council), Ian Bark (Bothenhampton & Walditch Parish Council, Chairman), Amanda Streatfield (Symondsburry Parish Council), and Sarah Williams (Bridport Town Council).

Also present: David Dixon (Project Manager and Community Initiatives Officer), Will Austin (Clerk to the Joint Committee), Tricia Dendle (Bradpole Parish Council), Phyllida Culpin (Chair BANP Steering Group) and Richard Nicholls (BANP Steering Group member).

1. **APOLOGIES**

No apologies for absence were received.

2. **DECLARATIONS OF INTEREST**

There were no declarations of interest.

3. **MINUTES**

AGREED: that the notes of the inquorate meeting held on 18<sup>th</sup> October 2018 be agreed as a correct record, and the recommendations therein be adopted. These recommendations included the approval of the minutes of the meeting held on the 6<sup>th</sup> September 2018.

4. **REGULATION 14 CONSULTATION – Revisions and Additions**

The Project Manager introduced this item, referring to a document circulated with the agenda containing the proposed revisions and additions agreed by the NP Steering Group following the Regulation 14 consultation. He explained that this document did not include housing or town centre matters as technical advice from AECOM had only just been received on these subjects, and that a new heritage chapter was being drafted for consideration by the Steering Group. He advised that further NP projects may also be added as a consequence of the regulation 14 consultation. These outstanding matters would be considered by the Steering Group, whose recommendations would be incorporated into a further report to the Joint Committee. This would include proposals for resourcing the additional work required.

AGREED: That the draft AECOM technical advice be circulated to members of the Joint Committee for information.

AGREED: That the Joint Committee should next meet on 13 December 2018 at a time to be arranged to consider the Steering Group recommendations for the way forward, and to update the task list and project plan.

Members considered the proposed revisions and additions recommended to date by the Steering Group, and

AGREED: That the proposed revisions and additions be accepted for consideration by participating councils, subject to the following:

- a) Policy CC3: That the WDDC advice to be checked to establish whether this policy is required
- b) Town Centre: References to the Town Centre to change to Centre of Bridport
- c) Policy EE1: That the wording described as “Wording to be along the lines:” be incorporated as drafted
- d) LH Policies: That LH policies take account of a preference for brown field over green field development, the NP Steering Group to consider a new policy if needed
- e) Policy LH3: Symondsburry Parish Council to consider how to describe the parish area and to feed this into the Steering Group
- f) Policy LH3: Steering Group to consider the need to list individual settlements
- g) Policy LH3: “Settlement” to be defined as part of a glossary to the NP
- h) Policy D2: Steering Group to review to address the outstanding validation issue
- i) Policy D10(b): Steering Group to check that the use of the word “preferred” is appropriate

## **5. REGULATION 15 SUBMISSION**

The Project Manager updated members on the submission task list and project plan which had been circulated with the agenda. It was noted that the consultation report would now be completed by 25 January 2019.

Members noted that the participating councils would need to make allowance for the possibility of additional council meetings should the timetable for submission require this. The Project Manager and Town Clerk agreed to communicate this to Parish Clerks.

AGREED: that the report of the Project Manager be noted.

## **6. FUTURE ROLE OF JOINT COMMITTEE**

The Town Clerk reported that the task and finish group had yet to meet and that a Steering Group representative had not been nominated. It was noted that although future NP governance would need to be detailed in the submission draft of the Plan, finalisation of NP revisions and additions would take precedence over this work.

AGREED: That the Town Clerk circulate a report on future governance to Joint Committee members before Christmas 2018, to be considered by the task and finish group in early January.

AGREED: that the update be noted.

**7. BUDGET**

The Project Manager reported that there had been no change in the budgetary position since the previous report.

Members noted that a reserve held by Bridport Town Council may need to be considered for expenditure should additional resources be required for work arising from the AECOM technical advice.

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

**8. OTHER INFORMATION UPDATE ITEMS**

AGREED: that the next meetings of the Joint Committee be held on Thursday 13 December 2018 at 2pm, and on Monday 7 January 2019 at 10am.

The meeting closed at 11.43am.