

Notes of a meeting of the NEIGHBOURHOOD PLAN LOCAL COUNCIL JOINT COMMITTEE held at Mountfield, Bridport on Thursday 6 September 2018 at 10.00am

PRESENT: Councillors: Colin Baker (Bradpole Parish Council), Ian Bark (Bothenhampton & Walditch Parish Council, Chairman), Paul Bowditch (Allington Parish Council), Amanda Streatfield (Symondsbury 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) and Phyllida Culpin (Chair, Neighbourhood Plan Steering Group).

1. APOLOGIES

No apologies for absence were received.

2. MINUTES

AGREED: that the minutes of the meeting held on the 9 August 2018 be agreed and signed by the Chairman.

3. DECLARATIONS OF INTEREST

There were no declarations of interest.

4. REGULATION 14 CONSULTATION

The Project Manager reported on the progress of the consultation to date.

The consultation was nearing the closing date for responses, 7 September 2018. Engagement had proved challenging but the total number of responses had reached 150. Additional comments had been collected by the Neighbourhood Plan Steering Group at the Melplash Show.

There had also been good coverage of the consultation in the Bridport News, and there had been 1600 visits to the consultation web page, and the response form had been downloaded 1100 times.

The Project Manager would be working with the Steering Group to collate and record responses to all comments received. A consultation report would be prepared and submitted to West Dorset District Council together with the Regulation 15 plan in December 2018.

Colin Baker reported that Bradpole had been very active in promoting the consultation via social media, but feedback suggested the response process was too cumbersome for some. It would help for future reference to have an option to save a part-completed response to return to at a later date. The Project Manager acknowledged there were lessons to learn, and added that he had encouraged use of the short response form for those who felt the full

response was too much to complete. He advised that there were also email responses not included in the figures that would be added in to the analysis. Ian Bark reported that the consultation event in Bothenhampton had attracted 40 people. Feedback had been fairly positive, although the emergence of proposals for Watton Hill had caused difficulties. The short questionnaire had not been available which was frustrating.

Amanda Streatfield reported that five had attended at Symondsburry, and asked how many of the respondents had completed the longer questionnaire. The Project Manager advised that the number was about 80.

12 to 15 people had attended the Town Hall event on 5 September. One had particularly praised the level of community involvement.

Members discussed the major issues raised by the consultation. There had been strong support for Policy BTC7 and mixed views on Watton Hill. Further discussion of this would be welcome. There had also been concerns that the new unitary authority would not recognise the policies of the Neighbourhood Plan.

The update was noted.

5. NEXT STEPS

The Project Manager reported that the Steering Group was due to meet on 13 September. The project plan had been updated and was tabled. This indicated a challenging timetable to fit with the target of a referendum in May 2019. A request had been submitted to Locality for a compliance 'health check' on the plan prior to submission to WDDC. However, Locality had reported a delay in processing the free technical support. Technical support towards drafting of housing and town centre policies, applied for in April 2018, was still to be approved by Locality. This support was still needed in September to keep to the timetable.

Amanda Streatfield asked whether technical support could be obtained from another source. The Project Manager advised this was possible, but at a cost. Phyllida Culpin said that a local consultant may be able to help.

RESOLVED: That pressure be maintained on Locality for provision of technical support, and sources of alternative help be investigated subject to available funding.

The Clerk advised that the Regulation 15 document would need to be scheduled to allow time for the Town and Parish Councils to consider formally at meetings. The Steering Group would need to factor in this requirement.

6. FUTURE ROLE OF JOINT COMMITTEE

Members considered a report of the Clerk to the Committee setting out issues regarding the monitoring and review of the Neighbourhood Plan, and the

governance structure and rules for the Joint Committee after the Plan had been made. The report included draft monitoring and review arrangements, taken from Colin Baker's report to the previous meeting.

Members were happy with the monitoring and review arrangements, and considered that a task and finish group should consider governance structure and rules in more detail.

RESOLVED: that the monitoring and review arrangements as tabled be agreed.

RESOLVED: that a task and finish group be established to consider the NPJCC governance structure and rules, comprising Colin Baker, Ian Bark, Phyllida Culpin and one other member of the NP Steering Group.

6. BUDGET

The latest position on the budget was reported as being the same as the previous report. £1,100 remained available for production of the Regulation 15 document.

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

7. OTHER INFORMATION UPDATE ITEMS

The Project Manager raised the issue of how to respond to the detailed questions of the examiner and WDDC. Phyllida Culpin suggested that routine queries could be dealt with by the Steering Group, and that the JCC would need a process for agreeing policy changes, possibly through delegation and informal consultation. Colin Baker said that the Project Manager would need to administer the response process. The Clerk advised that individual councils would need to understand the delegations.

It had been agreed that Sylvia Ainley would be the Steering Group representative for Symondsburry.

It was agreed that the next meeting of the Joint Committee be held on Thursday 18 October 2018 at 10am, with a fallback date and time of 23 October at 10am.

The meeting closed at 11.00am.