

Notes of an INQUORATE meeting of the NEIGHBOURHOOD PLAN LOCAL COUNCIL JOINT COMMITTEE (NPJCC) held at Mountfield, Bridport on Thursday 1st August 2019 at 10.00am.

PRESENT: Councillors: Paul Bowditch (Allington Parish Council), Colin Baker (Bradpole Parish Council), Sarah Williams (Bridport Town Council) and Sylvia Ainley (Symondsburry Parish Council),

Also present: Will Austin (Clerk to the Joint Committee).

1. ELECTION OF CHAIRMAN

In the absence of the Committee Chairman, Cllr Colin Baker was elected as Chairman for this meeting.

2. APOLOGIES

Apologies for absence were received from Cllr Ian Bark (Bridport Town Council), Amanda Streatfeild (Symondsburry Parish Council) and Chris Dobbs (Bothenhampton & Walditch Parish Council).

The Clerk explained that as the meeting was inquorate, any decisions would be recorded as recommendations to be carried forward for ratification at the next quorate meeting.

3. MINUTES

RECOMMENDED: that the minutes of the meeting held on 27 March 2019 be agreed as a correct record.

RECOMMENDED: that the minutes of the inquorate meeting held on 4 July 2019 be agreed as a correct record, and the recommendations therein be approved.

4. ELECTION OF A JOINT COUNCILS COMMITTEE VICE CHAIRMAN

Cllr Colin Baker introduced this item. He reminded members that Cllr Bark had been elected as Chairman but was now away. He had suggested at the previous meeting that a Vice Chairman be considered, to give greater certainty in future.

Members discussed a possible arrangement whereby the position of Vice-Chairman would be rotated annually and alphabetically by council, and the position would be regarded as the Chairman Elect for the following year. The clerk advised that the requirement would be for a Chairman and Vice Chairman to be elected each year from the committee membership.

Cllr Sylvia Ainley advised that Cllr Amanda Streatfeild would not be available for meetings between 20 September and 7 October 2019, but other than that would be prepared to take on the role of Vice Chairman.

RECOMMENDED: that the Joint Councils Committee elect a Vice Chairman for each municipal year, also to be designated as Chairman Elect for the following year.

RECOMMENDED: that Cllr Amanda Streatfeild be elected as Vice Chairman and Chairman Elect for the remainder of the municipal year 2019-2020.

5. REGULATION 16 CONSULTATION

The Clerk reported that Dorset Council's statutory 6 week consultation on BANP Regulation 15 submission had ended on 28th June 2019. A report on the responses received had been circulated to the JCC and Steering Group. It was not anticipated that the Examiner would require a formal hearing, and a timetable for responses to any questions from the Examiner was set out. This provided for formal agreement of responses by the JCC on 29 August 2019.

Members discussed the following:

- The need for the JCC to be in a position to respond in timely fashion to questions from the Examiner.
- Dorset Council's approach to finalising the Plan before proceeding to referendum.
- Whether any de minimis amendments proposed by Dorset Council could be agreed by the JCC without reference back to all participating councils.
- The need for all JCC members and reserve members to understand questions posed by the Examiner, and to ask for clarification if needed.

The Clerk agreed that the documentation would be circulated to JCC members, reserve members and clerks.

RECOMMENDED: that the process proposed to JCC members by email on 22 July 2019 for responding to the Examiner's questions be approved.

Members noted that the Examiner could recommend that the draft BANP be rejected, or that it proceed to referendum with or without amendment.

RECOMMENDED: that the Regulation 16 consultation update be noted.

6. NEIGHBOURHOOD PLAN MONITORING

Cllr Colin Baker reminded members that the agreed terms of reference for the JCC once the BANP was made included a duty to monitor its use. The Town Council would gather information for an annual monitoring report, but more detail would be required to enable this process to be put in place. Cllr Baker advised that useful information was available in a document from Locality.

RECOMMENDED: that participating council clerks report to the Town Clerk on any use of the BANP by their councils, for example in responding to planning application and other consultations.

Members considered the following for consideration in drafting a detailed monitoring process:

- Loders Parish Council's experience of planning applications being approved in conflict with NP provisions.
- Dorset Council not feeding back with reasons for disregarding town and parish council representations.
- The need to include monitoring of NP projects.

RECOMMENDED: that a draft monitoring process be drafted for consideration at the JCC meeting after next.

RECOMMENDED: that the Locality document be circulated to JCC members, reserve members and clerks.

7. BUDGET

The Town Clerk reported that the available budget had covered both the design and printing of the submission version of the BANP, and that a balance of £135.89 remained. This could be supplemented by reserve expenditure if required.

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

8. OTHER INFORMATION UPDATE ITEMS

The Clerk reported that the deadline for responses to Dorset Council's consultation on a draft Statement of Community Involvement was 2 August 2019. The Town Council had submitted its response.

Cllr Colin Baker reported that Dorset AONB had referred to the BANP in commenting on the recent planning application for a housing development at North Allington.

9. DATE FOR NEXT AND FUTURE MEETINGS

The next meetings to be held on Thursday 29th August and 10th September 2019, both at 10.00am.

The meeting closed at 10.55am.