

Minutes of an INQUORATE meeting of the NEIGHBOURHOOD PLAN LOCAL COUNCIL JOINT COMMITTEE (NPJCC) held at Mountfield, Bridport on Thursday 7 November 2019 at 10.00am.

PRESENT: Councillors: Colin Baker (Bradpole Parish Council), Chris Dobbs (Bothenhampton and Walditch Parish Council), Gill Smith (Bothenhampton & Walditch Parish Council), Sarah Williams (Bridport Town Council), Amanda Streatfeild (Symondsburry Parish Council) and Phyllida Culpin (Chair of the NPJCC Steering Group).

Also present: Will Austin (Clerk to the Joint Committee) and David Dixon (Project Manager and Community Initiatives Officer).

1. APOLOGIES

Apologies were received from Cllrs Ian Bark (Bridport Town Council), Dave Rickard (Bridport Town Council), Phil Lathey (Allington Parish Council) and Paul Bowditch (Allington Parish Council).

2. MINUTES

RECOMMENDED: that the minutes of the meeting held on 3 October 2019 be agreed as a correct record.

3. MODIFICATIONS POST EXAMINER'S REPORT

The Project Manager introduced the modifications recommended by the Examiner, which had been circulated with the agenda and advised to Dorset Council. The JCC would need to agree the policy changes.

Cllr Colin Baker noted that an amendment had been made to Policy H3 in the Final Examiners Report that had not appeared in the Examiner's Fact Check report. He asked whether there were any other changes between the Fact Check and final reports. The Project Manager advised that he was unaware of any but detailed checking would be required if this was to be confirmed.

Members considered:

- Policy H1. The recommended policy changes, which had struck out three clauses, would require changes to the supporting text. Members agreed to the Housing Groups proposal to include reference to the NPPF to underline that viability assessments should be made publically available.
- Policy H3. It was noted that the Examiner had not responded to the JCC question regarding her proposed change in terminology to favour use of Rural Exception Sites over use of Affordable Housing Exception Sites. Reverting to use of Affordable Housing Exception Sites for the referendum version of H3 is acceptable to Dorset Council but would require the JCC to agree the rationale, which would be to maintain conformity with the Adopted Local Plan. Splitting Policy H3 into two clear paragraphs will

ensure all elements are fully considered and aligns with advice from Dorset Council Planning Officer.

- Policy H4 & H6. The BANP Housing Group had proposed a modification to the Examiners recommended text for policies H4 & H6 in order to pin definition of 'major' housing development to the NPPF. Members considered that this would not be in accordance with the Examiner's Report and could introduce conflict with understanding of 'major' development in the AONB.
- Policy H6. It was felt that a '%' symbol should be updated to read "percentage" for clarity and certainty.
- Policy H8. Members discussed whether to accept the Housing Groups proposals to replace the Examiners recommended wording "*supports the principle*" with "*establishes*". Members considered that this would not be in accordance with the Examiner's Report.

RECOMMENDED: that the modifications to the BANP resulting from the Examiner's Report be agreed, subject to members' comments above which would be incorporated into the referendum version of the BANP by the Project Manager and Chairman under delegation.

4. REFERENDUM VERSION (Draft)

The Project Manager outlined proposed changes to the BANP, circulated with the agenda, for a referendum version of the Plan.

Members considered the changes and commented on:

- The text on the inside of the front cover, which it was considered should reflect thanks for the efforts of those involved in developing the Plan rather than an acknowledgement.
- The proposed addition of text in the Affordable Housing section of the Plan (page 41 of the Regulation 15 Submission version) for clarity. This was supported on condition that Dorset Council be requested to accept the modification.
- The addition of a paragraph in respect of starter homes. This was not supported.
- Changes to maps, which would be required as a result of the text modifications. It was considered that JCC members should be consulted on these by email, prior to finalising the document.

RECOMMEND: that the proposed modifications to the submission version of the BANP be accepted, subject to:

- (i) Incorporation of further changes as set out in minute 3 above; and
- (ii) Incorporation of members' further comments above; and
- (iii) Consultation with members by email on changes to BANP maps;
- (iv) Any further required or proof-reading amendments agreed under delegation to the Project Manager and Chairman, in consultation the Chair of the BANP Steering Group.

RECOMMEND: that the Chair of the BANP Steering Group be requested to pass on the sincere thanks for the Joint Councils Committee to all Steering Group members.

5. PREPARING FOR REFERENDUM

The Project Manager reported that it was not yet possible to estimate a date for a referendum, but that members should consider what activities JCC should engage in to promote voting. It was noted that the document must be in the public domain for at least six weeks prior to a referendum, and that Dorset Council still needed to approve the Plan. Cllr Sarah Williams advised she would check the Dorset Council Forward Plan for inclusion of a decision on the BANP.

Members considered:

- The need for co-ordinated promotional activity across all parishes.
- Ways to ensure that the referendum is not delayed.
- Use of online and social media channels for promotional activity, and whether to retain Facebook and Twitter accounts used earlier in the Neighbourhood Plan process.
- The need for guidance on campaigning.
- Inclusion of information on the removal of the Principal Residence policy and other changes in referendum publications.
- Possible use of external support for promotional activity.

RECOMMEND: that a report be prepared for the next meeting on preparing for the referendum, taking account of members' comments and including proposals for promotion of participation.

RECOMMEND: that the previously used Facebook and Twitter accounts be closed down.

RECOMMEND: that guidance be provided to JCC and the Steering Group on referendum campaigning.

6. BUDGET

The Town Clerk reported that the available budget remained at £135.89 as reported at the previous meeting. A previously earmarked reserve of £10,000 did not currently appear in the Town Council's accounts, and members might want to ask the Town Council to clarify the available funding for future JCC activity.

Members considered future funding options:

- Section 106 and Community Infrastructure Levy contributions.
- A basic contribution from all councils, possibly apportioned according to the parish tax base.
- The possibility of a more flexible approach to use of S106 funding to support delivery of Neighbourhood Plan activity and projects.

RECOMMEND: that participating councils be invited to contribute to a fund of £5,000, apportioned according to the parish tax base for each council.

7. OTHER INFORMATION UPDATE ITEMS

Bridport Town Council's Five-Year Plan 2019-2024 and its Climate Emergency Action Plan would be considered at a Full Council meeting on 19 November 2019. The Town Clerk agreed to circulate a link to the documents.

8. DATE FOR NEXT AND FUTURE MEETINGS

The next meetings to be held on 5 December 2019 at 10.00am.

The meeting closed at 11.50am.