

DENMEAD NEIGHBOURHOOD PLAN

Meeting Notes – Meeting of the Steering Group

<i>Date of Meeting</i>	Thursday 7 June 2012 at 7.00pm in the Old School
<i>Present:</i>	Cllr Neil Lander-Brinkley (NLB) Cllr Kevin Andreoli (KA) Cllr Felicity Hull (FH) John Knight (JK) David Griffiths (DG) Steve Lincoln (SL) Patricia Stallard (PS) Deb Appleby (DA) Locality Stuart Woodin (SW) Locality
<i>Notes taken by</i>	Tony Daniells (TD), Clerk to Denmead Parish Council
<i>Next Meeting:</i>	Forum: Thursday 18 June at 6.30 in The Old School

015/12NPSG Welcome and Apologies

NLB welcomed everyone to the meeting, especially Deb Appleby and Stuart Woodin from Locality. Apologies had been received from Peter Ambrose, Jenny Nell and Brendan Gibbs.

016/12NPSG Notes of the last meeting

The notes taken at the meeting of the Steering Group held on 26 April 2012 were reviewed. The notes were accepted with no issues arising. The minutes of meetings would be copied to Deb Appleby and Stuart Woodin.

017/12NPSG Update from the wider Frontrunner Project (SL & NLB)

- i. NLB thanked PA for building the case to receive support from Locality. DPC were 1 out of 7 Frontrunners to be successful in their bid for support.
- ii. SL – WCC had met with the Planning Inspectorate who had agreed that work done on the Local Plan was in accordance with the NPPF. The Plan would be submitted to a Planning Inspector on 18 June followed by examination in the September/October timeframe. It was still proposed to adopt the Plan in March 2013.
- iii. SL – The Inspectors Report after inspection of the Dawlish Neighbourhood Plan recommended that the Plan should not proceed to a referendum. SL had a copy of the report and had highlighted issues which may be relevant to Denmead. SW commented that the Plan preceded the District Local Plan and this was a primary reason for rejection. Whilst the Government had indicated that this could be the case, the Planning Inspector did not agree. The Inspectors view was that the Dawlish Neighbourhood Plan did not set out to go to a referendum, but was produced to influence the Local Plan.
- iv. SL was confident in WCC's Local Plan and that it followed the correct process. The Plan would focus on delivery of major developments. Neighbourhood Plans produced by parishes such as Denmead, would fit into the Local Plan.
- v. PS reported that whilst many parishes would like to produce a Neighbourhood Plan, WCC had stated that they would not receive the same level of funding or support as Frontrunners.

018/12NPSG Locality Support (SW & DA)

- i. Locality had confirmed their support in a letter dated 28 May 2012. This support was to
 - a) Support developing a project plan
 - b) Support developing a template and structure for the Neighbourhood Plan
 - c) Support with community engagement and consultation
- ii. Process around the NP Template – SW advised that the NP told a story which looked into the future. Like all good stories, it had a structure and Stuart recited a short story which reinforced the different sections of this. Having read the story, he asked the Steering Group to make a note of anything in the story which they thought did not ring true. This provoked a lively discussion which covered flooding and the flood plain; recreation and the shortage of recreational space in the parish; that any development would be on the fringe of the village; the potential to increase footfall for the benefit of retailers with the possibility of a farmers market; the need to make the

appearance of the village more attractive and appealing. Stuart left a hardcopy template which related the structure of the story to sections of the plan.

- iii. Stuart was concerned that the right people were not sitting around the table and helping to develop the Plan. He consider that planning was a partnership and the Police, retailers and business people should also be involved.
- iv. Deb Appleby showed a timeline of possible milestones. The final milestone was a referendum timed to coincide with district elections. These milestones were
 - a) Now open listening to residents wishes for Denmead that could be included in a Neighbourhood Plan
 - b) October 12 workshops to allow consultation on the emerging Plan
 - c) January 13 Draft Plan
 - d) February 13 formal consultation
 - e) March 13 finalise the Plan
 - f) April 13 examination
 - g) May 13 referendumThe timeframe was considered tight and the Steering Group could see no reason to rush the process. The referendum could move to a Sept/Oct timeframe. DA wanted to keep the momentum going until the consultation workshops had been held in October.
- v. SW would send a skills matrix of skills needed to develop a Plan. It was suggested that former parish councilors may be approached to see if they had some time they would be willing to give to the project.
- vi. SW advised that technical questions to be answered by Locality should be routed through the Chairman or Peter Ambrose. These would then be assigned internally. Locality would review the SHLAA criteria. Stuart also asked if the SG wanted their designers to develop a concept scheme around the village centre. Whilst this may be a good idea, the property was not owned by the parish council and it would need the individual shop or property owners to agree before any scheme could go ahead.
- vii. SW also advised that it was possible to contact Locality to make a case for specialist help available to Frontrunners but the budget for this was limited.

019/12NPSG Review of progress

- i. Development Placement – the working party would meet this coming Sunday to work through the list of sites and appraise against the defined criteria. Information regarding SHLAA sites and the assessment criteria had been forwarded to Locality. The response should be directed to KA>
- ii. Community Engagement – engagement had started with residents who visited the shops of a Saturday morning. The first engagement had resulted in 38 cards of likes/dislikes being returned. The planned engagement for Saturday 9th June would be cancelled as there were not enough Forum members to cover. DA suggested setting up a survey online using Survey Monkey. FH could conduct a 'postcard' survey of the senior youth club. FH would also be attending the Scouts AGM on Saturday 9 June.

020/12NPSG Employers and Employment Work Package

The two work packages, Employment and Commercial & Industrial Property had now been linked to form the one work package.

DA could link a survey to those employers on the Parklands Business Park

CPRE had sent through details of free advice to help parishes develop a Neighbourhood Plan. This was being offered for free in conjunction with NALC.

A mini version of the Planning Camp that PA had attended at the Eden Project was being run in Southampton on 22/23 June. No one from the Forum was available to attend.

021/12NPSG Future meetings

- a) To make use of the advice offered from Locality, the next Forum meeting to be held on 18 June would also incorporate a Project Plan and Template workshop. The meeting would start at 6.30pm
- b) A workshop to focus on Sustainability would be held on Thursday 5 July starting at 6.00pm for light refreshments with the workshop starting at 6.45pm. The workshop would look at how places become sustainable and resilient and what the role of planning is to achieve this.
- c) A wrap up meeting with Locality at the end of their support period, would be held on 2 August at 6.30pm.

There were no other matters to discuss.

Meeting closed at 9.50pm

Copies to Attendees
Forum and Steering Group members
Parish and Ward Councillors
NP website