

EXMOUTH TOWN COUNCIL

NEIGHBOURHOOD PLAN STEERING GROUP

Notes of 26th meeting, 10.00am Tuesday 24 October 2017, Exmouth Town Council, 44 Rolle Street.

Action Points in Yellow

PRESENT

Roy Pryke	RP	NPSG Chairman
Ian Cann	IC	NPSG Vice-Chairman
Ann Howard	AH	NP Administrator
Rob Masding	RM	Transition Exmouth
Cherry Nicholas	CN	Exmouth Brixington Councillor
Pauline Stott	PS	Exmouth Halsdon Ward Councillor
John Thorogood	JT	Chamber of Commerce

IN ATTENDANCE

Claire Rodway	CR	EDDC
Philip Twamley	PT	EDDC

1. APOLOGIES

Keith Bungay	KB	NPSG
Bruce de Saram	BdS	Exmouth Littleham Ward Councillor
Pat Graham	PG	Exmouth Town Ward Councillor
Rev. James Hutchings	JH	Churches Together
Mark Williamson	MW	Lead Councillor, Neighbourhood Planning for East Devon, & Littleham Ward Councillor

2. NOTES OF LAST MEETING

The notes of the meeting 26 September 2017 were received as a correct record.

3. MATTERS ARISING FROM LAST MEETING

Martin Parkes from Communities Together will attend DOP on 3.11.17.

RP expressed thanks to CR for the clear advice on data protection issues.

PS raised that Bastin Hall is to be sold by St Johns Ambulance and asked whether it should be listed as a Community Asset. It was agreed that ETC should carry it forwards.

4. Financial Report

No update. **LB to be asked to do report at next NPSG.**

5. Outcome of Consultation Day

The Consultation day at Ocean was a very good event, there have been over 1700 comments to be considered.

6. Continuation of Social Media

RP will email Richard Wynn on behalf of NPSG to say he did a good job with the social media and ask him for a supply of photos from Ocean Consultation day that can be used.

RM offered to keep adding to Facebook a couple of times a week. He will need to put up something of interest, where we are and what we are doing. Realistically he will need a few lines and a photo.

All members of NPSG should keep RM updated with any news.

The next newsletter will be produced in the next two weeks.

NPSG is not content with the decision of DCLG not to fund the Video and social media. IC felt that a case should be made. CR said that EDDC could support it under the Equalities Act.

It was decided that NPSG, along with LB should put together a statement, which could be checked by CR, to make a case and then if it is refused EDDC could take it up on NPSG's behalf.

Members of NPSG need to get out and about before the referendum to keep the NP in the public eye.

7. Process for transitioning from Consultation Document to Draft Plan

The question was raised of whether there should be a 2nd video, it was agreed that in principle yes. It was learned through the 1st video that it is a good idea to include pets and children, that it should be gritty, should include questions that can be addressed, saving employment land and anything that we are already winning on.

The campaign engaged with young people, but it did not translate into completed comments forms – 78% over 60's, 22% under 40's.

There is a need to engage fully with ETC pre-referendum, with the new Town Hall as an access point and hosting a launch event.

NB. NPSG needs optimum use of ETC offices from January 2018 onwards.

LB to be asked to update on the new arrangements at ETC at the next NPSG on 21 November.

JT told the meeting that in 2018 the Town Team is looking to enter the Great British High Street Awards for the best coastal town. Noted that awards are given by South West in Bloom not just for flowers, but for specific areas.

IC suggested this could be included in the video.

All members of NPSG need to understand the transitioning procedure and actions to be taken.

Over 120 Comments forms are currently being looked at closely, from over 1700 comments.

There were also points raised during a meeting of RP and IC with Clinton Devon Estates, with a positive outcome.

The next stage is a summary of comments, outlining terms and defining amendments. RP is currently including these in the text version and IC and Tim Mann are amending maps.

CR is able to provide a summary table document for the examiner at the pre-consultation stage. The current evaluation stage can be a summary of amendments, but the next stage must be assiduously noted.

Text with highlighted changes will be provided to NPSG on November 21st, after the 1st meeting with Martin Parkes on 3 Nov and his provision of amended wording.

PT can provide advice on whether EIA and HRA are needed. CR advised that once the basic policies are drafted EDDC can scope the draft plan. If protecting and safeguarding land they are not needed. If allocating land for development, they are. When drafting policies Martin Parkes will advise EDDC accordingly.

Pre-submission is to Exmouth NP's own timetable, 6 weeks Jan – Feb 2018. Then given to EDDC beginning of March with a suite of documents. The NP then belongs to EDDC who will appoint an examiner. The NP has to go to Cabinet, which could take up to 6 weeks.

ETC has to send the NP to EDDC, fully endorsing the NP.

ETC and EDDC cabinet dates are needed.

The next ETC Full Council is 27 November, it may be necessary to have a special meeting to approve and show support for the NP.

EDDC needs all documents as pdfs.

8. Next Phase of Activity

October

- Decide on basic format and layout of plan, work in hand.
- Decide on land use issues. Transition Exmouth may be pressing for an affordable housing estate.
- Draft Policies and Community Actions (CR advised that NP can allocate affordable housing land outside the built-up boundary, but advised this is not suitable for Exmouth.)
- Newsletter 4

November

- EDDC advice on Environmental Impact Assessment and Habitat Regulation Authority approval
- Prepare Basic Condition Statement and Consultation Statement in DOP

December

- Newsletter 5

January

- Gain ETC endorsement - Exceptional Meeting to discuss NP before submitting for pre-submission consultation to EDDC. CN will speak to LB to arrange ETC special meeting in early January 2018.
- Pre-Submission Consultation (six weeks).

February

- “Health Check” on final draft plan by tame inspector. EDDC will pay for this and book chosen inspector. (DCLG only allows £1,000 for this, EDDC £4-5,000). PT will check with Matt Dickins re timing. The Health Check is not compulsory. The company that CR uses she was also planning to use for final examination, she will check whether this is possible. It can be run alongside the pre-submission consultation, to avoid any loss of time or extra cost.
- Submission of Draft Plan by ETC to EDDC with supporting documentation.

March

- Independent examiner reports

April or May

- Referendum

Legally the referendum should be within 56 days of the examiner’s report to EDDC Cabinet.

8. Any other Business

8. Dates of Future Meetings

November 21

December 19

Next meeting:

Tuesday 21 November at 10am at 44 Rolle Street

The meeting closed at 12.00pm.