

EXMOUTH TOWN COUNCIL

NEIGHBOURHOOD PLAN STEERING GROUP

Notes of 28th meeting, 3.00pm Tuesday 9 January 2018, Exmouth Town Council, 44 Rolle Street.

Action Points in Yellow

PRESENT

Roy Pryke	RP	NPSG Chairman
Brian Bailey	BB	Exmouth Withycombe Ward Councillor
Keith Bungay	KB	NPSG
Bruce de Saram	BdS	Exmouth Littleham Ward Councillor
Ann Howard	AH	NP Administrator
Rob Masding	RM	Transition Exmouth
Pauline Stott	PS	Exmouth Halsdon Ward Councillor

IN ATTENDANCE

Philip Twamley	PT	EDDC
Martin Parkes	MP	Devon Communities Together
Dave Radford	DR	DOP Group

1. APOLOGIES

Ian Cann	IC	NPSG Vice-Chairman
Brian Cole	BC	Mayor
Pat Graham	PG	Exmouth Town Ward Councillor
Rev. James Hutchings	JH	Churches Together
John Thorogood	JT	Chamber of Commerce
Mark Williamson	MW	Lead Councillor, Neighbourhood Planning for East Devon, & Littleham Ward Councillor

2. NOTES OF LAST MEETING

The notes of the meeting 12 December 2017 were received as a correct record.

3. MATTERS ARISING FROM LAST MEETING

None

4. Financial Report

Plan to make second DCLG grant application by the end of January 2018.

5. To consider further amendments to the text of the Draft Exmouth Neighbourhood Plan to be presented to Exmouth Town Council on 22 January 2018

Introduction

There is no designated land for development.

Growing significance of Implementation Group.

Natural Environment

There was a discussion over point 7.

Fig 5 red lines around former Marley Estate to be deleted.

Fig 8 to be deleted.

Point 18 NPSG is in good contact with Wild Exmouth, Tim Dafforn, contact to be continued via community organisations and at town council level.

Economy & Environment

Fig 15 Head of Camperdown Creek, consider extending extend boundary to include the old Sea Cadets building and house.

Housing

Point 10 delete latest

Getting About

Point 30 delete as a result

6. To consider the inclusion photographs and illustrations in the Draft Exmouth Neighbourhood Plan

A few interesting photos with people in are needed.

Agreed that there should be up to 12 photos in total.

Selection of photos to be delegated to DOP Group.

7. Clarification of process and timings for development of the Plan following the ETC Special meeting on 22 January

Paper produced by RP and PT circulated.

Various amendments and additions were made.

Updated 'NP Process to Referendum' paper is circulated with these notes.

8. Any other Business

DR brought to the attention of the meeting an article in Devon Life on Assets of Community Value, in this instance an historic pub in Yarcombe. **AH to circulate.**

9. Proposed Dates of Future Meetings:

Tuesday 13 February 2018 at 10 -11.30 in Exmouth Town Council meeting room at the Town Hall

Tuesday 13 March 2018 at 10 – 11:30 in Exmouth Town Council meeting room at the Town Hall

NP Process to Referendum - Amended at NPSG on 9.1.18

1. Endorsement of ETC on **22 January**
2. Obtain informal opinion from EDDC on whether the Plan requires SEA (Environment) or HRA (Habitat) NOTE: these are unlikely to be needed.
3. **Regulation 14 – Pre-submission:** Publish and Publicise on **1 February** to statutory consultees. EDDC will supply list of consultees. NPSG agreed it should include: DCC, neighbouring Parish Councils, the Environment Agency, Natural England, Historic England, Exe Estuary Partnership, National Trust, EDDC, Community Organisations, Bystock, CDE, Devon Cliffs (*Nigel Lee*), Carters, Eagle Investments.
4. Hard Copies available at ETC, Library, EDDC reception (Sidmouth and Exmouth). Principle of Exmouth Community College and on ETC web-site with QR (Barcode).
5. Leaflet for display showing main aims and policies
6. Copies available for collection or for appropriate distribution
7. Comments to be submitted by 6-week deadline **15 March**
8. Conscientious consideration by NPSG of any comments: decisions and reasoning to be formally recorded for Consultation Statement by **end March** – brief report prepared summarising comments received and modifications made to the Plan
9. Complete and finalise Consultation Statement and Basic Conditions Statement **by end March**
10. Discussion between ETC and EDDC about any concerns on these two statements **during April**
11. 'Health check' before formal submission to EDDC by end March (see cabinet deadlines to inform submission dates)
12. **Regulation 15 – Submission:** ETC submits the NP and supporting documents to EDDC. EDDC check whether the proper legal process has been followed.

13. **Regulation 16 – Publicising a plan proposal:** EDDC publicises the Plan for 6 weeks and receives representations. **EDDC report to cabinet to approve EDDC response (see cabinet deadlines below). NOTE: Report to EDDC (PT) by 23 May**
14. **Regulation 17 – Submission of plan proposal to examination:** EDDC appoints Independent Examiner to report (allow 6 weeks to process once all representations from Regulation 16 stage are received).
15. Referendum – In accordance with The Neighbourhood Planning (Referendums) Regulations 2012. All documents must be publicised by EDDC for 28 days **(during September 2018)** prior to date of referendum **in October**
16. EDDC Neighbourhood Planning Officer reports referendum results to cabinet to make the plan (see cabinet deadlines for reporting).

Cabinet deadlines:

Date of meeting	Deadline for report
07/02/18	17/01/18
07/03/18	14/02/18
04/04/18	12/03/17
02/05/18	11/04/18

Best guess dates (not yet published):

30/05/18	09/05/18
27/06/18	06/06/18
25/07/18	04/07/18

The implication of these dates:

If plan was submitted 30th March, consultation could begin by end of the following week (April 6th) after all administration and upload to web is completed at EDDC. This takes the consultation through to May 18th. Internal consultation at EDDC would take 2 weeks (to Friday 20th April), EDDC report to cabinet could be written on Monday 23rd April and would be submitted for 30th May cabinet report deadline.

Once cabinet has approved the EDDC response on 30th May, EDDC could send the NP to examination. Allowing 6 weeks for examination (assuming

immediate availability) takes us to 12th July. In this scenario the referendum would most likely take place end August rather than end July.

To bring the referendum forward to proposed end July target the plan should be submitted no later than Friday 16th March.