



Council Offices, Commercial Road, Weymouth, Dorset, DT4 8NG
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Minutes of Meeting

MEETING: Neighbourhood Plan Steering Group Meeting

DATE & TIME: Monday 16th May 2022 at 7.00pm

PLACE: Council Chamber, Weymouth Town Council

Present:

Chair: Sandie Wilson

Vice Chair: Cllr David Northam

Officer: Clive Tuck (Project Manager)

Steering Group members: Phil Watts, Lara Wood, Colin Marsh Penny Quilter, Cllr Ann Weaving, Cllr Colin Huckle, Rob Cheeseman

Apologies: Cllr. Lucy Hamilton, Rosie Osborne,

ITEM	DISCUSSION	ACTION	BY WHOM
1.	<u>Welcome.</u>		
2.	<u>Apologies</u> Apologies were noted from SG members above		
3.	<u>Minutes of the last meeting</u> Amendments noted and final minutes agreed.	To be uploaded to the WTC webpage	CT
4.	<u>Comms Update</u> ECA + DCF meeting with SW/CT/DN to agree a mutual way forward. A proposal was requested that meets our needs for a blend of online surveys, public and community events and data mapping online. DCF proposal - 10 events; 6 matched to Character Areas, remaining 4 as workshops linked to themes. Comms team to meet with DCF and WTC Events manager Charlie Sheppard to agree setting-up of events with all marketing materials at other community events.	Proposal to be shared with SG members for agreement. DCF proposal approved. Set 3 initial venues. (1) Littlemoor Community Centre (2) Park Community Centre (3) Conifers School Hall or Weymouth Fire Station Community Hub Set up a meeting DCF, PQ and Events Manager (WTC).	CT CT LW to confirm availability of Conifers School Hall. CT

	Proposed draft DCF website has been made and feedback to be sent to CT by COP 16 May 2022.	Refer feedback to DCF by 17 May 2022	CT
	DCF on line survey feedback to be emailed to neighbourhood@weymouthtowncouncil.gov.uk	Confirm with DCF	CT
5.	<p><u>Theme & School Group updates</u></p> <p>Local Green Spaces-CM reported generally good progress, with a moderate level of feedback. Letter sent to Councillors on LGS designations in respective wards. Cllr Wheller is pushing for a walkabout in Wyke Regis, CM tracking all contact records. Theme paper 80% progressed on MS Teams. He plans to share with his theme group.</p> <p>Sustainable Environments- Theme paper reviewed by ECA last week and final amendments this week. Key issue – quantifying needs (e.g., energy needs). RC has been finding policy ideas to include in Theme paper, next to formulate a Theme Group membership and forward plan sense-checked against a project timeline.</p> <p>Communities-ECA made additions to Theme paper and cross-referenced walkable-neighbourhoods - 3 key aims in place from original survey <u>PQ has very limited time to build theme paper</u>, which requires public engagement. Key areas cross over into other Themes (e.g., Tourism into Housing & Jobs). Schools- LW has successfully delivered her sessions with Southill Primary Year 5 and Year 6 groups. Her resources have been given to Holy Trinity School to deliver in PHSE lessons and within curriculum focused on a community development project. LW visiting Conifers to deliver sessions on 17.05.22. Five schools engaged, with contact with Wey Valley and All saints. Contact from Wyke to be given to LW. Discussed how evidence of LW's could be disseminated (1) Curate as display materials (2) Share with respective theme leads (3) Consider views of ECA</p> <p>Homes- going well. Four TG meetings with good representations in place and some good evidence emerging to underpin objectives.</p> <p>Jobs-Second meeting planned. DC will have an economic Development team to attend.</p>	<p>ECA contacted to check on their progress.</p> <p>A temporary TGL is required until a new lead can be found, to keep momentum on progress.</p> <p>Capacity issues to be discussed with Town Clerk.</p> <p>Share contact information with LW</p> <p>Dissemination of school's materials/evidence.</p> <p>Discussion with DCF regarding links with Dorset Youth Forum</p> <p>Capacity issues to be discussed with Town Clerk.</p>	<p>CT</p> <p>DN</p> <p>CT</p> <p>SW</p> <p>LW</p> <p>LW</p> <p>CT</p>

	Slide updates are in MS Teams. Membership needs to be improved and the TG needs a new Lead.		
6.	<u>Design Code Update</u> ECA completed their project Plan for DLUHC, with project plan, Gantt Chart, cost estimates (Reference MS Teams link here)	To be shared directly with SG members for comments by COP 27/5/22	CT
7.	<u>Other issues</u> <ul style="list-style-type: none"> • Town Clerk to be updated on the Councillor membership of the Steering Group. • SW has a new job, and her time as Chair will be compromised. • LW in discussion with David Walsh (Economic Development) discussed Park & Ride as a consideration for the WNP. • Declaration of interest to protect integrity of sensitive information re: Call for Sites is being introduced, and all connected SG members will be required to sign. Will be discussed in full at the next meeting. 	Liaise with Town Clerk For further discussion/agreement	DN ALL
8.	<u>Next dates for meeting</u> Monday 13 th June 7pm Steering Group Monday 18 th July 7 pm Steering Group		ALL

The meeting was closed at 21:15pm.