

**Minutes of Meeting**

**MEETING:** Neighbourhood Plan Steering Group Meeting

**DATE & TIME:** Monday 15<sup>th</sup> Aug 2022 at 7.00pm

**PLACE:** Council Chamber, Weymouth Town Council

**Present:**

**Chair:** Cllr David Northam

**Vice Chair:** Colin Marsh

**Officer:** Ian Milne Dep Town Clerk

**Steering Group members:** Phil Watts, Penny Quilter, Cllr Colin Huckle, Rob Cheeseman, Lara Wood, Cllr. Lucy Hamilton, Cllr Ann Weaving,

**Apologies:** Sandie Wilson.

**Guest:** Sara Parker DCF for Item 5

ITEM	DISCUSSION	ACTION	BY WHOM
1.	<b><u>Welcome &amp; Apologies</u></b>  The meeting started at 7.05. LH was welcomed back.		
2.	<b><u>Minutes of the last meeting and Matters Arising</u></b>  The minutes were approved. Other matters arising were discussed under agenda items 3, 4, 5, 7, and 8. A replacement for CT is being sought through recruitment.	Upload to webpage	DN
3.	<b><u>Affordable Homes Paper Draft B circulated 2/8/22</u></b> for comment ahead of the meeting.  No comments were received ahead of the meeting. DN explained that following approval of the paper there would be further engagement with landowners and Dorset Council and consultation with the Public will take place which is expected to reduce the length of the shortlist. Two members expressed concerns that there was not a commitment by WTC to acquire land for housing development directly. DN explained that he felt the first step was to discuss with the asset holders (including Dorset Council) their development of land for housing. A meeting is being arranged with Dorset Council (Portfolio Holders and Directors for Assets, Housing and Planning) to discuss addressing the shortfall in AH provision.	SG approved the AH Paper to go to Planning & Licensing on 16 <sup>th</sup> August and Full Council 7 <sup>th</sup> Sept with two abstentions. Progress Paper to P&L and FC.  Report on progress from the DC meeting for consideration of next steps.	DN  DN

4.	<p><b><u>PM Update</u></b></p> <p>DN, CM and CT have met to discuss progress. CM and DN have exchanged views and report the following:</p> <p>Locality Grant submitted for £10K based on Paul Weston work up to 31<sup>st</sup> March 2022.</p> <p>Technical Consultant contract – CT/CM/DN discussed, Paul Weston responded, instructions provided to Finance team – contract being placed.</p> <p>DCF contract – Mtg 9/8/22 – progressing.</p> <p>Timetable – the basis for the ongoing work is the Timetable (see attached) – comments - update to be produced and circulated. DC have declared further slip to the new LP – no details – engaging with DC.</p> <p>It was noted that the SP NP remains extant.</p>	<p>Recommendation remains continue and track updates this was agreed by the SG.</p>	
5.	<p><b><u>Engagement</u></b></p> <p>Interim Draft Report on the 2<sup>nd</sup> Survey engagement was reported. This provided a data summary of the survey up to a point in time (13<sup>th</sup> August). Whilst DN and CM had spoken with Toni and asked for some analysis and lessons learnt this message had not been passed to SP. Sara provided some update on what processes she felt had worked well. The work already done by CN, and others with the Littlemoor Community had helped build trust. Social Media did stimulate online surveys being completed.</p> <p>A closure date for the Survey was discussed DN thanked members, particularly CM who had attended more events than anyone else, for their time in supporting events engaging the public.</p>	<p>It was agreed to close the survey on 31<sup>st</sup> August following the Littlemoor Community event.</p> <p>DN to discuss a Draft Report with DCF for next SG meeting.</p>	<p>DN</p>
6.	<p><b><u>Schools Update</u></b></p> <p>LW reported the work done and planned for engaging younger people i.e. Wey Valley and Weymouth College. The SG thanked LW for her hard work.</p>		
7.	<p><b><u>Theme Updates</u></b></p> <p>Theme Group leads were asked to consider what support they require from Tech Consultant; basis for discussion/review and when?</p>	<p>Separate Theme discussions to be held with Tech Consultant.</p>	<p>TG Leads</p>
8.	<p><b><u>Design Code Update</u></b></p> <p>Walkabout took place with DLUHC – Adele Maher and Robert Adam with DN, CM and PW. See Notes. Message – focus on Town Centre long-term brownfield sites.</p> <p>1st Workshop held – good materials, only 7 attendees.</p>		

	<p>DN and CM had discussion with RN to determine best way forward i.e. focus on Town Centre long-term brownfield sites.</p> <p>There was discussion ref inter-relationship of DC with NP. It was agreed to treat the Design Code work as a Pathfinder project. It was felt that even if not fully adopted the process would help inform the NP.</p> <p><b>Conclusion:</b> Light-touch support to Design Code work – SG &amp; TC invites for next workshop – May get support from DLUHC.</p> <p>There was discussion as to whether the SG could provide a Design Code Ambassador.</p>	<p>It was agreed to remain focussed on NP and, because of lack of resources keep light touch on Design Code Pathfinder work.</p> <p>Let DN know if you'd like to be the DC Ambassador.</p>	<p>DN/CM</p> <p>ALL</p>
<b>9.</b>	<p><b><u>Next dates for meeting</u></b></p> <p>Initially this was discussed as 17<sup>th</sup> October. But Paul Weston unable to make this date so rearranged to <b>Monday 10<sup>th</sup> October</b> Steering Group</p>		<p>ALL</p>

The meeting was closed at 21:00pm.