

2 JUNE 2015

DAWLISH NEIGHBOURHOOD PLAN STEERING GROUP

Present:

Councillor Clemens
Councillor Prowse
Councillor Taylor
Councillor Wrigley
Mrs C. Ballard
Mr C. Jeffery
Mrs M. Lowther
Dr C. Marsh
Mr J. Simon (co-opted Member)

Also present:

Mr A. McKenzie - Secretary
Mr P. Weston – Community Consultant & Regeneration Advisor
Councillor Fenne – Dawlish Town Councillor

Note – these minutes will be approved at the next meeting of the Neighbourhood Plan Steering Group Meeting on Tuesday, 7 July 2015

1. APOLOGIES

Apologies were received from Councillor P. Bloomfield, Councillor J. Petherick, Mr S. Swanwick and Ms F. Tullis.

2. MINUTES

The minutes of the meeting held on 19 May 2015 were approved and signed as an accurate record of the meeting subject to the word 'area' being added to Minute No. 4 so as to read '*...Neighbourhood Development Plan **Area**...*'.

3. DECLARATIONS OF INTEREST

There were no declarations of interest.

4. MATTERS OF URGENCY

There were no matters of urgency.

5. PROJECT PLAN & TIMETABLE

The Chairman advised she had met with Paul Weston prior to the meeting and expressed concern that the Group was not progressing as fast as had been anticipated. Now that the election period had passed, she hoped the Group could now have renewed focus on achieving a Neighbourhood Plan for Dawlish.

Mr Weston submitted that the reality of the situation was that the Group was approximately 2½ months behind schedule; consultation had hoped to have been conducted during the months of April and May however it is understandable that with the election period falling at this time some slippage in the timetable was to be expected. It was anticipated that consultation would now begin in September when the majority of people would be available.

A number of project heading would be pushed back by three months; this was not necessarily detrimental to the Group as it had not given a fixed completion date and to ensure a sound Plan at the end of the process it would need to take as long as possible.

Following discussion, it was agreed that:

- Mr Weston would provide a revised Project Plan and Timetable to take into account the election period and also the work already undertaken as part of the first Neighbourhood Plan Steering Group and the evidence readily available.
- The Secretary would seek through officers at Teignbridge Council any documentation previously used during the first Neighbourhood Plan Steering Group and circulate to Members.

6. AREA DESIGNATION APPLICATION

The Chairman advised Members that a letter had been received from Teignbridge Council regards the designation of the Neighbourhood Development Plan Area which would need to be amended should Cockwood decide to become a Parish within its own right. This would however be a 12 month process with a commencement date yet to be determined.

Councillor Wrigley would make available the suggested Cockwood Parish Boundary to Members.

7. EVIDENCE BASE

Mr Weston advised that he hoped to have the completed Evidence Base Report available to the Group at its July meeting. Prior to going on annual leave he had circulated a version which contained several gaps and he thanked Carolyn Ballard for the information she had sent through. Mr Weston circulated a gap analysis report and Members agreed to find further the information, where available, as follows:

Natural Environment		Who
Wildlife report and assessment	DBRC report	awaiting
Footpath / bridleway network	Map	Cllr Fenne to investigate

Maritime and Coast		
Beach	Is there an improvement/development plan	
Built Environment		
Cockwood and Holcombe	Settlement descriptions	Cllr Clemens & Wrigley
Oaklands CA	status	Mary Lowther
Luscombe Estate CA	status	Mary Lowther
Land ownership	Major land owners - map	Mary Lowther
Land development potential	Anything done locally beyond SHLAA?	To be undertaken locally
Developers	Any recent meetings with TC	Cllr Prowse recent meeting with Redrow
Housing		
Local housing need report	Has TC commissioned recent report?	Cllr Clemens
Housing demand	Any recent local market intelligence?	Carolyn Ballard
Distinctive features of housing market	Any written description?	
Community housing initiatives	Any reports or approaches to TC?	Cllrs G & A Fenne
Community Facilities and Services		
Health service	Any recent local reports?	Dr Whitehead
Deprivation	Any recent local reports?	
Education	Any recent local reports?	John Simon
Community facilities		Secretary to request minutes of last Full Council meeting
Community demand	Any reports on local unmet needs?	Cllr Fenne
Open Space, Sports and Recreation and Young People		
Public open space	Condition and use survey? Neighbourhood shortages? Plans in pipeline?	Carolyn Ballard's already circulated document
Play areas	Reports?	Mary Lowther
Sport and recreation	Facilities survey Evidence of demand Plans in pipeline?	Cllr Prowse
Young people	Recent reports or surveys Issues, needs and demands	Cllr Petherick

Transport		
Traffic	Recent counts/surveys Schemes in pipeline?	Paul Weston to contact Devon County Council
Pedestrians	Safety issues / reports	Carolyn Ballard
Cycling	Routes/network map Needs and demands report/evidence	Jonny Miller – Teignbridge
Public transport	User surveys Needs and demands	Network Rail report – Paul Weston
Economy		
Unemployment	Local report/survey	
Young people	Schemes / prospects	
Home working	Barriers – any reports	
Development	In the pipeline?	Cllr Wrigley
Town Centre and Retail		
TC users	Shoppers survey	Tracey Scrannage
Out or town shopping	Impact study	

8. COMMUNITY RIGHT TO BUILD

Mr Weston advised that a recent email sent by Locality detailed new grant funding opportunities to support community right to build initiatives; if there were Council's who wanted to promote community right to build as well as community organisations, development trusts and enterprises who would like to do this they could now so do and Locality had the money to carry out feasibility studies. Further information could be found on Locality's website.

9. GRANT FINANCING UPDATE

The Secretary advised Members that a unique link to the new grant funding application had been received which he would be circulating to all Members to see the types of questions being asked. Because of the need to submit an answer to each question before moving onto the next section, answers entered were not the final answers to be submitted. He requested of all Members not to click 'Submit' under any circumstances as this would send off the application.

Mr Weston advised that a new scrutinising regime had come into force with 'Groundwork' processing the grants on behalf of Locality – if they were of the view monies would not be spent within 6 months of the date they approved the application they would withhold funds and this had happened to a number of other Steering Groups across the country. They are much more cautious now on the monies issued but they do say that Groups can come back to request the balance of monies when they have evidence that it can be spent.

They also now require the Project Plan & Timetable to be submitted as part of the application.

Prior to closing the meeting, the Secretary advised he would send a Parish Boundary map to all Members and advised that the Ordnance Survey had some very good electoral maps on their website that could be looked at in much more detail than those held on the Teignbridge Website. The address for this was: <http://www.ordnancesurvey.co.uk/election-maps/gb/>

Mr Weston advised that the new full Strategic Housing Market Assessment (SHMA) for East Devon, Mid Devon and Teignbridge had been published and would be circulated when made available.

10. Date of Next Meeting

7.00 p.m. on Tuesday, 7 July 2015 at The Manor House, Dawlish