

PORTLAND TOWN COUNCIL

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2nd January 2019

Dear Councillor / Management Group Member

You are hereby summoned to attend a **MEETING** of the **NEIGHBOURHOOD PLAN MANAGEMENT COMMITTEE**, to be held at the **PORTLAND COMMUNITY VENUE, THREE YARDS CLOSE, PORTLAND** on **WEDNESDAY, 9TH JANUARY 2019** commencing at **7.00 pm**, when the business set out below will be transacted.

It is the Council's intention that all meetings of the Council and its committees be recorded aurally.

Yours faithfully

Karon McFarlane
Town Clerk

AGENDA

1. **Apologies for Absence** – to receive
2. **Declarations of Interest** – to receive any declarations from Councillors or Officers of pecuniary or non-pecuniary interests regarding matters to be considered at this meeting, together with a statement on the nature of those interests
3. **Minutes of the Meeting Held on 7th March 2018** (attached) – to agree and sign
4. **Matters Arising from the Minutes** – to consider
5. **Open Forum** – to receive questions and comments from the public regarding the Neighbourhood Plan Submission Draft and to provide information on next stages of Consultation

Background Information (available via the Portland Plan Website www.portlandplan.org.uk)

- a) Update of position following Regulation 14 Consultation, next stages and Summary of Current Draft Polices
 - b) Submission Draft of Neighbourhood Plan
 - c) Draft Consultation Summary
 - d) Draft Basic Conditions Statement
 - e) Draft Strategic Environmental Assessment Report
 - f) Summary of Plan's Timeline
6. **Budget and Process** – to receive a report
 7. **Exclusion of Press and Public** (discretionary)
“That pursuant to the provisions of Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for Agenda Item(s) ... by reason of the confidential nature of the business to be transacted.”
 8. **Date of Next Meeting**
The next meeting is scheduled to be on Wednesday, 8th May 2019, to be held at the Portland Community Venue starting at 7.00 pm.

**PORTLAND TOWN COUNCIL
MINUTES OF THE NEIGHBOURHOOD PLAN
MANAGEMENT COMMITTEE MEETING
HELD ON WEDNESDAY, 7TH MARCH 2018 AT 7.00 PM
AT EASTON METHODIST CHURCH HALL, EASTON**

PRESENT: Councillors Jo Atwell, Sue Cocking, Lucy Grieve, Ray Nowak and Rod Wild, together with Andy Matthews (Neighbourhood Plan Working Group)

IN ATTENDANCE: Ian Looker (Town Clerk), Charlotte Richards (Assistant Town Clerk), Paul Weston (Consultant), Councillor Paul Kimber (Weymouth & Portland Borough Council) and three members of the public.

Councillor Atwell in the Chair.

354 – APPOINTMENT OF CHAIRMAN

RESOLVED – that Cllr. Atwell chair the meeting.

355 – APOLOGIES FOR ABSENCE

Apologies were received from Cllrs. Jim Draper and Charlie Flack, together with Sandie Wilson (Portland Port).

356 – DECLARATIONS OF INTEREST

Mr Matthews declared non-pecuniary interests in The Journey project, Portland Community Partnership and Portland Land Trust.

357 – MINUTES OF THE MEETING HELD ON 8TH November 2017

The minutes were formally agreed and signed as a correct record.

358 – MATTERS ARISING FROM THE MINUTES

There were none.

359 – OPEN FORUM

There were no comments or questions.

360 – INFORMAL CONSULTATION

Mr Weston spoke regarding the public responses received in the consultation. In the main they had been supportive of the Plan and constructive to help make adjustments. The report showed what action had been taken in response to each comment.

There had also been discussions with the Port. Some changes had been made to the Plan, but Sandie Wilson had asked for extra time to complete the Port's assessment. The Committee agreed to grant this. It also agreed that the complete list of responses be displayed on the Plan website.

361 – REVISED DRAFT PLAN

The next stage would be to submit the Plan to consultants for a strategic environmental assessment (SEA) and depending on the extent of any

recommended changes to proceed to the formal (Regulation 14) consultation.

362 – REVISION TO DEFINED DEVELOPMENT BOUNDARIES

Mr Matthews explained that in recent times some development had occurred beyond the development boundaries. As a result, the Working Group had done some work to revise them. He went on to explain each of the individual changes to the boundaries listed in the additional agenda paper and accompanying maps.

RESOLVED – that, subject to further consultation with the Port, the boundaries defined in the additional agenda paper be used as the basis of the boundaries map in the version of the Plan to go for a strategic environmental assessment.

363 – BUDGET AND PROCESS

Mr Matthews explained that finance would be necessary to complete the consultant’s work on the Plan. At the present time it was not covered by grants, but further advice on grant availability would be made known shortly.

364 – DATE OF NEXT MEETING

The next meeting of the Committee will be held on Wednesday, 9th May 2018, starting at 7.00 pm, at Easton Methodist Church Hall, Easton.

The meeting ended at 7.55 pm.

Signed: Date:
(Chairman)