

PORTLAND TOWN COUNCIL

Council Offices
Fortuneswell
Portland
DT5 1LW
Tel: 01305 821638

E-mail: office@portlandtowncouncil.gov.uk

2nd March 2016

Dear Councillor / Management Group Member

You are hereby summoned to attend a **MEETING** of the **NEIGHBOURHOOD PLAN MANAGEMENT COMMITTEE**, to be held in the **PETER TRIM HALL, ST.GEORGE'S CENTRE, REFORNE** on **WEDNESDAY, 9TH MARCH 2016** 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

Ian Looker
Town Clerk

AGENDA

1. **Apologies for Absence**
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 10th February 2016**
(attached)
4. **Minute Update and Matters Arising from the Minutes**
5. **Open Forum** – to receive questions and comments from the public regarding the Neighbourhood Plan
6. **Plan Update and Project Budget** – to receive a report from Mr Matthews and consider any necessary actions
7. **Workshop 1** – to receive updates and agree any actions arising from the workshop
8. **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.”
9. **Date of Next Meeting**
The Management Committee’s next scheduled meeting is on Wednesday, 13th April 2016.

The meeting will be followed at approximately 7.30 pm by Workshop 2 (Housing, Shopping and Services, Community Recreation).

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MINUTES OF THE NEIGHBOURHOOD PLAN MANAGEMENT COMMITTEE MEETING HELD ON WEDNESDAY, 10TH FEBRUARY 2016 AT 7.00 PM IN THE PETER TRIM HALL, ST. GEORGE'S CENTRE, REFORNE

PRESENT: Councillors J. Draper (Chairman), Ms J. Atwell, C. Flack, D. Symes (from 7.05pm) and R. Wild, together with Andy Matthews (Working Group)

IN ATTENDANCE: Ian Looker (Town Clerk), Cllr. Paul Kimber (Dorset County Council and Weymouth & Portland Borough Council), Paul Weston (Consultant) and one member of the public

The meeting was technically inquorate at the start.

273 – APOLOGIES FOR ABSENCE

Apologies were received from Cllr. S. Cocking and Sandie Wilson (Portland Port).

274 – DECLARATIONS OF INTEREST

Mr Matthews declared his interests as a trustee of the MEMO project and member of the board of Weymouth College.

275 – MINUTES OF THE MEETING HELD ON 13TH JANUARY 2016

The minutes of the meeting were formally agreed and signed as a correct record.
(For: 3 votes, Against: 0 votes, Abstentions: 2 votes)

276 – MINUTE UPDATE AND MATTERS ARISING

There were no matters arising.

277 – OPEN FORUM

Cllr. Kimber reported that he was still pursuing the idea of a round-the-Island bus service and it was hoped to introduce one shortly for a six-month trial.

(Cllr. Symes joined the meeting.)

278 – PLAN UPDATE

Mr Matthews spoke to his written report. It was intended to discuss the formation of policy working groups later in the meeting.

279 – PROJECT WORK PLAN

Mr Weston reported that the work plan had been updated and included with the agenda. Stage 3 was nearly complete, stage 4 was in hand and stage 5 was about to start. There was some delay to the timetable, which meant the draft plan would be written in mid-year and brought to Council for approval in September. Public consultation would follow, then submission of the necessary documents. This meant a further twelve months' work leading up to a referendum in May 2017. He suggested the Town Council might want to discuss the referendum with the Borough soon.

Mr Weston went on to explain that an independent examiner would ensure that the draft plan met four basic legal requirements. From what he had seen the examiner might suggest alterations to clarify certain points, which the Council could accept to make or reject as it saw fit.

Questioned about the Town Council's involvement in the referendum process Mr Weston said the Council could legally spend money in order to encourage people simply to vote in the referendum.

280 – DRAFT AIMS AND OBJECTIVES

Mr Weston told the members that he had made minor suggested changes to the Aims and Objectives in order to make the policies more specific to the Island. These were listed in the first column of the agenda paper. The second column showed his policy proposals, based on evidence already presented. Finally he had checked these against the Local Plan to see to what extent they had been covered there and his conclusions were noted in the third column.

He observed that it was acceptable for the Neighbourhood Plan to have policies different from those in the Local Plan, provided they did not conflict with the strategic plan for the area.

Members next looked in turn at the suggested adjustments to the objectives and made the following **RESOLUTIONS:-**.

PNP Policy EN1: Alteration to “appropriate” approved (6-0-0). If the Committee thinks further areas and assets need protection it would be best to seek the owner's approval first.

Policy BE2: Alteration to “Facilitate appropriate” approved (6-0-0).

BE3: Alteration to “Enable”, “building(s)” and “if justified” approved (6-0-0).

TP3: Addition of “including public car parks” approved (6-0-0).

SS1: Alteration to “If possible, retain the overall level of existing retail spaces” approved (6-0-0).

SS3: Alteration to “local” approved (6-0-0)

It was noted that there was a need to indicate where there was insufficient evidence to substantiate a particular policy.

Members then went on to discuss membership of the working groups. It was thought that ideally one working group should work through the thirty-one policies sequentially at three successive meetings. There would be no need for the members to sign a declaration of interests form, but should make a verbal declaration. It was felt a time limit of February to March was desirable. Cllrs. Atwell, Draper and Wild, together with Mr Matthews volunteered to take part. An invitation should be extended to all those previously involved, while at the same time encouraging newcomers to join and giving them help to understand the background and processes.

The following dates were agreed for the first two sessions: 29th February – Environment and Sustainable Tourism, 5.00 – 8.00 pm, Osprey Quay. 9th March – Housing / Shopping and Services / Community Recreation, 7.30 – 9.30 pm, Peter Trim Hall.

It was proposed by Cllr. Draper and **RESOLVED** – that the Committee give Mr Matthews up to £600 from the allocated budget to negotiate additional consultancy assistance and arrange venue hire. (6-0-0)

281 – DATE OF NEXT MEETING

The next meeting of the Management Committee will take place on Wednesday, 9th March 2016, starting at 7.00 pm, to be followed immediately by a policy workshop session.

The meeting ended at 8.20 pm.

Signed: (Chair) Date: