

PORTLAND TOWN COUNCIL

MINUTES OF THE NEIGHBOURHOOD PLAN WORKING GROUP MEETING HELD ON WEDNESDAY, 6TH NOVEMBER 2013

PRESENT: Councillors Mrs R. Barton, A. Matthews, Miss A. Munro, T. Munro and R. Wild, together with Mr R. Lennis

IN ATTENDANCE: Ian Looker (Town Clerk), Bill Buchan (Island Community Action) and Paul Weston (Planning Consultant)

122 – APOLOGIES FOR ABSENCE

Apologies were received from Councillors L. Ames, R. Denton-White, R. Hughes and R. Nowak, together with Jan Farnan and Julie Hursthouse (both Weymouth & Portland Borough Council).

123 – DECLARATIONS OF INTEREST

There were none.

124 – MINUTES OF THE MEETING HELD ON 9TH OCTOBER 2013

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

125 – MINUTE UPDATE AND MATTERS ARISING FROM THE MINUTES

A spelling mistake in minute 111 was noted.

126 – OPEN FORUM

No matters were raised.

127 – PLAN UPDATE

From the Chair Cllr. Barton reported that the Borough had approved the project, with one standard Plan area for the whole Island.

Cllr. Tim Munro expressed concern that the Borough Management Committee had “nodded through” the funding options associated with the Plan, half of which would be without match funding. He also queried how the Town Council would control funding for the Plan from its budget.

128 – TERMS OF REFERENCE

Cllr. Tim Munro reported that the Working Group considering these recommended using the Terms drawn up by Bramley Parish Council in Hampshire for its Neighbourhood Plan with some modifications.

It was agreed that members consider this revised set of Terms, notify any observations on them to the Clerk and agree a final draft version at the next meeting.

129 – PROJECT PLAN

Mr Weston presented a project plan, which detailed the various processes envisaged up to submission of the final draft Plan in March 2015. He estimated the cost of the

overall project to the Town Council as £15,000. It might be that more financial support could be sought from Locality in April 2014.

Cllr. Barton thought that, as with the Island Caretaker, people would accept the idea of a Neighbourhood Plan if they could see something worthwhile resulting at the end.

The discussion moved to the question of how to draw people into the new Working Group. Several names were mentioned of folk who might be approached. Cllr. Matthews was asked to draft a press release with a view to inviting expressions of interest from Islanders.

RECOMMENDED – that the current name of this Group be changed to Neighbourhood Plan Management Group.

130 – BUDGET ALLOCATION

Cllr. Matthews explained how he thought the Council could manage the necessary expenditure and undertook to provide the detail in writing to help members grasp it more clearly.

131 – PROFESSIONAL SUPPORT

Members considered Mr Weston's proposal as well as the grant funding already received and promised. Mr Weston said the fee would be payable in two halves, the first very shortly, the second in May 2014.

Cllr. Barton proposed and it was **RECOMMENDED** – that Mr Weston's fee proposal in the sum of £5,500 be accepted.

132 – NEXT STEPS

Cllr. Tim Munro will contact Mark Lee of the Echo with a press release about the Plan.

133 – RAISING AWARENESS

Cllr. Matthews will contact the Borough about it releasing the £2,500 grant promised to the Town.

134 – DATE OF NEXT MEETING

The next meeting of the Management Group will provisionally take place on Wednesday, 11th December 2013, starting at 7.00 pm.

The meeting ended at 8.20 pm.

Signed: (Chair) Date: