



Torquay neighbourhood plan

**MINUTES OF NEIGHBOURHOOD PLAN TORQUAY
Steering Group Meeting, TCDT Office
Monday 2nd March 2015
6.30pm – 8.30pm**

Officers of the Steering Group:

Leon Butler (Incoming Chair)
Martin Cavanna (Outgoing Vice Chair)
Andy Baker (Treasurer)
Margaret Forbes-Hamilton (Outgoing communications Office)

Steering Group Members:

Pat Bishop (PB) St. Marychurch Community Partnership
Andy Gunther (AG) Torbay Council
Mark Hoyle (MH) Torquay Town Centre Community Partnership
Sue Kenway (SK) Wellswood & Torwood Community Partnership

Usha Garrattley (UG) Ellacombe Community Partnership
Steve Darling (SD) Councillor
Darren Cowell (DC) Councillor

Andy Gunther (AGu) Torbay Council
Tracey Cabache, Torbay CDT
Hannah McGugan – Torbay CDT – Minutes

Residents / Public Attendance:

Alan Griffey
Len Short
Paul Turner

Item No	Minute/Action Agreed
1.	Welcome, Housekeeping and Apologies
	<p>MC welcomed everyone to the meeting as he was stand in Chairperson until the elections in agenda item number 3. MFH stated that at the Torre & Upton CP Meeting on Monday evening she was voted in as representative for Torre & Upton CP. UG was also there and can verify.</p> <p>Apologies: Marilyn Martin (MM) Hele’s Angels Robert Excell (R Ex) Councillor Mark Pountney (MP) Councillor Paul Raybould, Union Rep / Torre & Upton CP (Len Short representative) John Rawson(JR) Wellswood & Torwood CP (Sue Kenway representative) Julie Brandon (JB) Art & Cultures Rep, TTCCP Community Partnership</p>
2.	Matters Arising from meeting 2nd February 2015
	<p>MC was not present at this meeting.</p> <ul style="list-style-type: none"> • TC and AGu spoke to Cllr Mark Kingsgate regarding Shiphay and the Willows and is trying to extract information that is outstanding. Leave in as an action. • AGu - action still outstanding circulating document re Education • Tourism – LB will do as it’s still outstanding • Transport – Still outstanding (PB) • Sports – On its way <p>Minutes approved by all (Show of hands)</p>
3.	Elections
	<ul style="list-style-type: none"> • MC is standing down as Vice Chair. He will stay in post until a successor is found. Thanks given to MC by SD and all agreed this and thanked him for all the help he has given. • Election of Chairperson – Leon Butler nominated 9 votes, 7 hands and 2 emails therefore LB duly elected

	<p>Election of Communications Officer – Julie Brandon nominated 9 votes, 7 hands and 2 emails therefore JB duly elected</p> <p>At this point LB commenced his post as Chairperson.</p> <ul style="list-style-type: none"> • AlanG asked if LB can give examples of stakeholders groups that should come forward • There was a list of organisations the forum wanted to have on board as stakeholders. <p>ACTION: TC took as an action to get list and update / start using again</p>
4.	Treasurers Report
	<ul style="list-style-type: none"> • Details are still the same • AB bought up the £250 anonymous donation – MFH still has this.
5.	Update on the Local Plan, Inc. revised Housing allocations
	<ul style="list-style-type: none"> • AG presentation (copy of this follow minutes)
6 & 7	Community Infrastructure Levy discussion
	<ul style="list-style-type: none"> • AG produced Community Partnership areas housing figures. AG has produced an Excel table of what was agreed and what is new. • Windfall Allowance is a large percentage 1172 / 4252 • At the next meeting LB will look at each of the figures of Community Partnership housing to see if its tallying up and balancing • AG to send data out asking Community Partnerships to confirm submissions • Community Partnership acceptance tick box will be added to AG's spreadsheet by the next meeting, TC will help if needed. • From April 2015 CIL no longer pooled money from (as you can in S106) from 5 or more developments. If they can't find a feasible project for S106 money, the developer keeps it or they miss out. The council need to keep up to date on projects for when money is received from developers. • Less restrictions on CIL expenditure than S106 (just infrastructure) CIL on small sites. S106 are for larger sites. • AG will try to give as estimate of the potential CIL income at the next meeting. <p><u>New Funding opportunities</u></p> <ul style="list-style-type: none"> • 8k grant – Forums that have draw-down from previous grants are still eligible but case will need to be made and scrutiny will be high • Priority Funding – 6k – Technical support provided directly must be a priority area e.g. deprived locations, high growth populations over 25k and Torquay should apply for both

	<ul style="list-style-type: none">• Co-ordinate bids (AB and AG)
8 & 9	Review timelines and budget for 2015 – 16 Update on policies and how to finalise
	<ul style="list-style-type: none">• Policies to be carried forward to the next meeting. MC handed out draft housing policy and will email HM with them to send around.• Timelines and budget carried forward to the next meeting
10.	<u>AOB</u>
	<ul style="list-style-type: none">• TC Budget – Local plan unclaimed money? (10k) Can we clarify what needs to be done regarding this.• Next meeting dates are as follows: 13th April 11th May 8th June 6th July 10th August 7th September 5th October 2nd November 7th December <p>All meetings are 6.30 – 8.30pm at Torbay CDT's offices, 4-8 Temperance Street, Torquay</p>