



MINUTES OF NEIGHBOURHOOD PLAN TORQUAY
Steering Group Meeting, TCDT Office
Monday 5th January 2015
6.30pm – 8.30pm

Officers of the Steering Group:

Susie Colley (SC)	Chair person
Martin Cavanna (MC)	Vice Chair
Andy Baker (AB)	Treasurer
Margaret Forbes Hamilton (MFH)	Communications Officer

Steering Group:

Leon Butler (LB) Cockington, Chelston & Livermead Community Partnership	Darren Cowell (DC) Councillor
Pat Bishop (PB) St. Marychurch Community Partnership	Robert Excell (RE) Councillor
Andy Gunther (AG) Torbay Council	Usha Garrattley (UG) Ellacombe Community Partnership
Mark Hoyle (MH) Torquay Town Centre Community Partnership	Steve Darling (SD) Councillor
John Rawson (JR) Wellswood & Torwood Community Partnership	Julie Brandon (JB) Art & Cultures Rep, TTCCP Community Partnership
Tracey Cabache, Torbay CDT	
Hannah McGugan – Torbay CDT – Minutes	

Please see list off attendees attached for observers / public attendance.

Item No	Minute/Action Agreed
1.	Welcome, Housekeeping and Apologies
	SC welcomed everybody, thanked them for attending and informed all of housekeeping. Apologies: Mark Pountney Margaret Forbes-Hamilton Yvonne Kennet
2.	Matters arising from meeting 3rd November
	Item 3: Printer to be collected from SC's office. Update: TC has collected the printer. Issue was raised regarding the resignation of Carolyn Custerson (ERTC) at the previous meeting. This resignation was accepted by the group due to the DPA issue and lack of attendance at the meetings. The resignation was questioned as members had heard otherwise, and so it was discussed and questions were raised regarding whether people can change their mind and come back onto the steering group without being co-opted on. Regarding the lack of meetings, Richard Cummings was named as a replacement contact from the ERTC, but lack of attendance was again raised and therefore the group decided to put it to a vote.

	<p>The vote was: Is the steering group in favour of ERTC representing tourism on the TNP forum? 12 members were present, 4 were in favour, 8 against. Therefore the result was NO</p> <p>HOWEVER upon reading the constitution, it was highlighted 75% was needed for a majority which was 9 people so the vote did not count and it was deemed a discussion.</p> <p>It was decided that a general call would go out to the industry for nominations for Tourism rep for the forum, INCLUDING ERTC but not exclusively. SC agreed to email Carolyn and relay this.</p>
3.	Treasurer's report
	<p>AB handed out Expenditure & Income report</p> <p>Invoice for £14.79 to Lyreco takes the admin expenditure over budget.</p> <p>£946.09 in bank £17948.09 TOTAL FUNDS</p>
4.	Update of TNP draft – Pat Bishop
	<p>PB handed out both portrait and landscape copies of the draft for comments. She also handed out a form with tick-boxes for options relating to the orientation, columns and pictures.</p> <p>It was agreed by vote that it would be in landscape and have 2 columns with an appendix for Housing Sites and Greenspaces at the end. There should be a mention and flavour of the Housing and Greenspaces information in the CP section, but the more detailed information, including tables / graphs etc, relating to this should be in the appendix.</p> <p>It was noted there are two audiences to cater for – the public, who may only want to read their local area, and the inspectors who will want to see the info at the end without looking through all of the CPs sections.</p> <p>It was agreed there would be a CP area / boundary map at the beginning of the plan.</p> <p>Copies will be chargeable. Not many initial copies will be needed as the idea is to keep it online as much as possible.</p> <p>Sue Kenway asked for clarification re the Greenspaces included in the plan. Some areas had listed all their spaces, but some, like Wellswood, had only listed the areas proposed for Local Greenspace Designation. Andy Gunther advised that Wellswood had done what was required, but it was agreed that Margaret Forbes-Hamilton should be asked for clarification.</p> <p>ACTION: SC to ask MFH and will get back to JR / Sue Kenway. PB suggested people take any photos themselves to avoid copyright issues.</p>
5.	<p>Traffic Reversal Exhibition The traffic reversal exhibition will be on Wednesday 7th January between 10am and 6pm at the Town Hall Assembly Rooms</p>

6.	<p>Dates Update</p> <p>Draft document is to be submitted to SC by 23rd January SC will circulate by 26th January to all in preparation for discussion at the meeting on the 2nd Andy Gunther offered assistance to anyone who needs it. Local Plan interim review from inspector will be published online and there will be a press release.</p>
7.	<p>Complaint</p> <p>The Vice Chair took over the Chairing of the meeting and informed those present that he had received a complaint from Mark Hoyle regarding the conduct of Susie Colley, the Chairperson of the forum. A meeting held recently to try and resolve the issues informally, but this was not successful and no resolution was made therefore it has been added to the agenda for the steering group to hear. MH handed out copies and read out PC Lou Costins email. He also had copies of all the supporting documentation to go with his formal complaint. Voting was discussed but the point was raised that people need to read all the information before making any kind of vote, however it was stressed that this issue was hopefully going to be resolved at this meeting.</p> <p>LB proposed SC resign as Chair. This vote was not taken. Options were given to the group on votes but none were taken. MH wanted SC to apologise for getting the police involved, SC felt that she was not in the wrong therefore did not want to apologise for it as it would be hypercritical to apologise for something that she did not regard as wrong. It was eventually put to the Chair by MH that if a formal written apology was given to him, Nick Burleigh (Chair of TTCCP) and Lou Costin, that he would resign from the NP steering group. SC agreed to this.</p>
8.	<p>AOB</p> <p>(Item was discussed after item 4)</p> <p>MC asked for assistance and feedback from the group regarding housing development policies and handed out a document for discussion. Generally all agreed with the comments, some amendments were offered and made. As time was running low on the meeting it was agreed that all would take the document away and any comments should be emailed to MC. HMO's and shared equity issues were discussed. MC asked if the group wanted to express a view on what types of housing, for whom and the design etc in each of their chapters. TC said CP's need more of an understanding about the housing need overall to be able to make any suggestions.</p>

Meeting closed @ 10pm

Next meeting: February 2nd 2015, TCDT Offices