



MINUTES OF NEIGHBOURHOOD PLAN TORQUAY
Steering Group
TCDT Building, Temperance Street,
6th February 2017 6.30 – 8.30pm

Officers of the Steering Group:

Leon Butler, Chair,
 Julie Brandon, Communications Officer,
 Andy Baker, Treasurer

Steering Group Members: Darren Cowell, Len Short (for Paul Raybould), Alan Griffey, Sue Kenway, Nigel & Chris Davies, Nigel Goodman, Brian Roberts, Margaret Forbes Hamilton, Paul Iggledon

Residents/Public Attendance: Andrew Gunther, Torbay Council and Tracey Cabache TCDT, Sam Bolton TCDT (minutes)

Item	Minute/Action Agreed
1.	<p>Welcome, Housekeeping and Apologies LB welcomed all to the meeting. Apologies were recorded from, John Rawson, Steve Darling , Pat Bishop, Rodney Hoarder</p>
2.	<p>Last Minutes & Matters Arising : All happy with the previous minutes , proposed by DC and seconded by BR</p>
3.	<p>Consultants Feedback – review & conclusions : Planning inspector John Slater who is an independent planning consultant and already has inspected 13 Neighbourhood Plans to date , was employed by locality to health check our plan. LB has sent out revised plan so that the CPs could have a look at their area to see if it followed their aspirations. There was slight confusion about policies and aspirations - unless a policy is about planning it can't be called a policy, only an aspiration.</p>

	<p>Agreed CP submissions with aspirations in main body of plan and planning policies to be transferred to appropriate general section. A Gu said that we need clear objectives and wording so that everyone understands it. Policies need to underpin the aspirations.</p> <p>JB reminded that NP was written from the community perspective. TC said a challenge had been the time it has taken, we need to make sure that the end project delivers what it set out to achieve. AGu said that the Council planning team are offering an interactive meeting to review issues arising from the health check and Council issues, LB agreed with DC and TC in attendance.</p> <p>Action AGu to arrange meeting</p> <p>The requirement for a statement of consultation was discussed; TC said she will dig out all the old paperwork as she has the original questionnaires from 2012.</p> <p>Action : TC To review SWOTS and pull together all consultation information</p> <p>Pat Bishop is still working on the green spaces , she is using the template from Paignton NP</p> <p>Action : update from PB</p> <p>Action: TC to do the write up for Memorial Gardens.</p> <p>Action : Headlines need to be objectives not vision – SK to email LB</p> <p>Action : DC to do map for Shiphay & Willows</p> <p>Action: AGu to complete mapping when all information was available (confirmed Local Green Spaces and employment sites)</p>
4.	<p>Outstanding Requirements pre submission :</p> <ol style="list-style-type: none"> 1. Statement of community involvement 2. Basic conditions statement – AGu to find examples 3. Sustainability appraisal (revised version Council action) 4. Mapping (revised version Council action)
5.	<p>Next meeting & AOB:</p> <p>It was suggested that we write a letter to support Brixham NP in its aspiration to save Jubilee Gardens – we need to email Lisa Antrobus.</p> <p>Action: MFH to draft email and forward to LB for actioning.</p> <p>All agreed as well to compose a general letter of support to Brixham NP</p> <p>Action LB to draft letter when formally contacted</p> <p>Elections required as soon as quorate</p> <p>Action: LB to put election on agendas until elections are held.</p> <p style="text-align: center;">Next meeting 6th March (subsequently agreed to defer to April)</p>

