

# STOKE FLEMING NEIGHBOURHOOD PLAN STEERING GROUP

## Minutes of meeting held on 11<sup>th</sup> July 2014

**Present:** Carole Bretherton, Struan Coupar, Simon Dowden, Jenny Farmer, Rick Kemp, Mark Malley, Joan Mason, Mary Newman, Nick Wood

**Apologies:** Bob Bennis, Barry Clark, Katie Franks, Martin Judd, Sarah Simnett, Nick Teage

JF opened the meeting by welcoming members of the Steering Group and outlining the scope of the Plan.

SC explained that the decision to establish four working groups to address different aspects of the Plan arose out of the required elements: community consultation and communication, developing the Evidence Base and the content – divided between Planning/Development and Roads/Transport/Infrastructure/Environment. Each working group could proceed semi-independently, working to an overall timetable and reporting progress to the full Steering Group, which would be responsible for monitoring progress, finance etc.

JF warned the South Hams District Council (SHDC) would not give consideration to a Plan that was entirely negative i.e. which consisted solely of what the parish wanted to prevent. There must be positive elements.

MM said the Plan must be about the development of the community.

SD commented that the message to the parish in effect is “You are going to be developed – how do you want it to happen?”

JM said there would need to be a process of acclimatisation, so that people come to understand that they can't have everything they wish.

RK commented that the worst thing would be to develop a Plan that had so much “wobble room” that developers could work their way round it.

SC had circulated a paper which outlined the tasks that needed to be addressed urgently, and set out the proposed structure and areas of responsibility. Some of the key tasks have already been dealt with. Of the others the most urgent are contact with SHDC and advice on funding. JF agreed to talk to SHDC on these, and ascertain when a Lead Officer will be appointed, when the initial support meeting can take place and establish the current position on funding.

**Action: JF**

RK felt there would be a need to identify a few things that are both important and achievable as the cornerstones of the Plan.

There was discussion about the timing of the next meeting of the Group. SC said he felt that should be based on when the Lead Officer could attend.

JF said the Steering Group should not simply adopt SHDC's point of view. There was general agreement that they would be inclined to be negative in outlook.

SD wondered if Stoke Fleming could "piggy-back" on SHDC's website rather than develop one of its own. SC said he understood they might offer a page, but not a comprehensive website. MM would like to have a fully interactive website, allowing people to contribute as well as to receive information. JM cautioned that older people are not necessarily "connected", but was assured that online communication would be just one method of promulgating information and seeking feedback.

MN reminded the meeting of the need to involve the outlying areas. SC concurred, and said he thought councillors who lived outside the village might be the best placed to lead on that aspect. Apart from ordinary residents in those areas, landowners and farmers may have business considerations that ought to be addressed.

SC circulated a paper outlining the proposed composition of the four working groups and after discussion these were:

**Consultation and Communication:** Struan Coupar, Katie Franks, Mark Malley

**Evidence Base:** Bob Benns, Simon Dowden, Martin Judd, Charles Wreford-Brown

**Planning and Development:** Carole Bretherton, Barry Clark, Jenny Farmer, Sarah Simnett, Nick Teage

**Roads, Transport, Infrastructure, Environment:** Rick Kemp, Joan Mason, Mary Newman, Nick Wood

RK felt the Steering Group needs to involve a wider range of people, representing other age groups. He also suggested that for the first three months the Steering Group should meet once a month.

SC had circulated an outline programme for the development of the Neighbourhood Plan. His suggestion was that each working party should address its area of responsibility, develop its own programme and proceed with that in line with an overall timeframe.

JF said that so far nobody had offered to act as chairman of the Group, and that is something that will have to be resolved.

On funding, SC said there had been widely different estimates of the cost of the preparing a Plan. JF said she believed the average to be around £70,000, In addition to the government grant of £7,000 other funding streams will have to be identified.

RK suggested having a stand at the Hort and Sports day, and that was agreed.

It was agreed that working groups should commence work without waiting for the next meeting of the full Group, with the Lead Officer. It was assumed that one member of each party would take a lead role.

**Action: All**

Working groups should report on progress at the next full meeting.

It was felt that 5pm was a better time for meetings, and if possible the next meeting will be in mid-September on a Friday, although a final decision depends on the availability of the Lead Officer.

SC will prepare a further article for the Stoke Fleming Magazine, to include the composition of the Steering Group and further details of the feedback received at the Parish Meeting and as a result of the Village Check days.