

Sutton Poyntz Neighbourhood Plan Steering Group

Minutes of the Meeting held on Tuesday 28th August 2018 in the Blue Duck Bar, Springhead Pub, Sutton Poyntz, commencing 19.33 hours.

Present: Mike Blee, Peter Dye (Chair), Bill Davidson, Bill Egerton, Andy Hohne, Keith Johnson, Colin Marsh .

A total of five residents were also in attendance.

The Chair apologised for the failure to provide public notification on the village web site of the change in the date of this meeting. In future the web site should advise anyone wishing to attend Steering Group meetings to contact the secretary in advance to request the agenda and associated papers. **Action: BE**

1. Apologies

Received in advance of the meeting from Sue Elgey, Keith Hudson, Huw Llewellyn and Liz Pegrum.

2. To Approve the minutes of the previous meeting held on 17th July 2018

The minutes of the previous meeting were approved as a correct record and subsequently endorsed by the Chair.

3. To Receive an update on any actions arising from the minutes of the previous meeting (not otherwise on the agenda)

The Chair went through the actions arising from the minutes of the July meeting.

Amendments to the minutes of the July meeting – action complete.

Consult with Hugh Diment (landowner) – The Chair had written to Hugh Diment but had not yet received a reply. BE suggested that the Pressley family may have an e-mail address for Mr. Diment. The Chair had also written to Peter Broatch and was awaiting a reply.

Responses to Wessex Water – these had been sent and further communication received with the offer of a meeting which was being pursued.

Inclusion of a section within the Neighbourhood Plan on ‘monitoring’ – to be dealt with under item 7 on the agenda.

Conservation Area Plan documentation – BE confirmed that this had been forwarded to LP as requested.

Housing sub-group meeting with Local Authority Planning Department. – this action is still outstanding.

Production of a draft Housing and Planning section for the Neighbourhood Plan – this action is still outstanding.

Formal approval of draft Neighbourhood Plan sections on Biodiversity and Housing and Planning – delayed until the next meeting pending a meeting with Wessex Water and further work by the H and P sub-group.

Heritage Assessment – to be addressed under the sub-group report.

4. To Address any items of Correspondence

The Chair explained that a further communication had been received from Wessex Water expressing their opposition to the designation of Local Green Space and to the designation of the Waterworks Museum as an Asset of Community Value, on the basis that they believed it would interfere with their operational duties. In view of this response an informal meeting had been sought to attempt to seek agreement on a way forward prior to the formal Regulation 14 process. CM explained that designation of some areas as Local Green Space was needed to underpin the areas of SSSI in view of the perceived threat to the latter and that designation was not seen as affecting operational functions in view of the 'special circumstances' caveat; a view supported by the consultant. Liz Crocker (resident) suggested that there was a need to be cautious so as not to detrimentally impact the positive relationship between the village and Wessex Water. In acknowledging this comment CM noted that this was a two-way process and the village did give a great deal to Wessex Water in return.

BE proposed that if a way forward could not be found the use of Green Infrastructure as a less rigorous alternative may be an option.

The Chair suggested that it was hoped to meet with Wessex Water within the next four weeks.

5. To Receive an update on Grant Funding and Income and Expenditure

BE reported that one grant payment had been received and an invoice paid. This left a balance of available expenditure of around £3.9k.

BE confirmed that Terry Pegrum intended to step down as Treasurer of the Sutton Poyntz Society.

6. To Comment on the Revised Weymouth and Portland Borough Council Local Plan

Having reviewed the Local Plan and spoken to Brian Wilson (consultant) the Chair was of the view that the revision had no significant impact upon the Sutton Poyntz Neighbourhood Plan, although it should be referenced where appropriate in the document.

BE stated that having looked at the fine detail he believed there were some significant points. He gave an example in relation to the AONB which previously stated, 'taking into account' but in the revision stated, 'development could only take place if it did not conflict with the Dorset AONB plan', which was much stronger. Other members who had read the revised plan suggested that it would have no significant impact.

The Chair suggested that the view of Nick Cardnell be sought in relation to any local impact that the plan revision may have.

Action: PD

7. To Consider proposals for the monitoring of the 'made' Neighbourhood Plan.

The Chair expanded upon proposals which he had made in a note which had been circulated with the agenda. He identified two key issues in relation to monitoring; who will own the process and how will it be managed. He suggested that it would not be possible to have a non-parish forum within a parish once the new Weymouth Town Council had been formed. Feedback from both Nick Cardnell (Weymouth and Portland Borough Council) and Brian Wilson (consultant) had indicated that it would be important to have a plan for monitoring of the policies to ensure that they were effectively implemented. In this respect, the Chair envisaged a role for the Neighbourhood Plan Steering

Group, although he recognised that others believed that this was a role for the Sutton Poyntz Society in the future. The key at this stage was to identify a means of monitoring and raising issues with the relevant management authorities, which would be a Dorset wide entity not the Weymouth Town Council.

In addition to monitoring organisation and measurements MB suggested there was also a need for a “process” to follow through on monitoring actions. BE believed that as the Sutton Poyntz Society was the constituted Neighbourhood Forum it was the appropriate democratic body to undertake such a proposed monitoring role. The Chair noted that the Steering Group was created as part of the Neighbourhood Forum and was also a ‘democratic body’.

In supporting a role for the Steering Group CM suggested that the body that had researched and developed the policies was best placed to adopt the monitoring role.

BE suggested that the Weymouth Town Council should decide the monitoring process.

Liz Crocker (resident) questioned how monitoring indicators within the Neighbourhood Plan would work in practice, citing biodiversity and housing as examples where they would be difficult to apply. The Chair suggested that monitoring may lead to a review during the life of the plan with action being triggered if targets were not being met, however he stressed that he was open to alternative ideas. CM added that both policies and aspirations would need to be monitored.

Liz Crocker expressed concern that the monitoring body could become a policy police and suggested that this was not a role that the Sutton Poyntz Society would welcome given the recent history in relation to planning matters. Others made the point that the key issue was holding the Local Authority to account.

It was agreed that the discussion had provided a useful basis for further exploration of ideas and that the Chair would incorporate these points in the draft plan and also seek the views of Nick Cardnell and Brian Wilson.

Action: PD

8. To Receive sub-group reports

- a) Place Appraisal – The sub-group had met some time ago to incorporate the feedback from the public survey into the plan and further work was on hold pending advice on the content of section 6 from the consultants. This had now been received with a recommendation to leave the content as it was i.e. the challenges and opportunities etc. posed for the Neighbourhood Plan. Nick Cardnell had suggested that the Place Appraisal could be used as part of the body of evidence in support of the draft Neighbourhood Plan.

It was agreed that the Place Appraisal sub-group should meet with Mike Haine in order to refine the document.

Action: Place Appraisal sub-group

- b) Biodiversity and the Natural Environment – CM reported that following feedback from the Local Authority and Brian Wilson the draft section in the Neighbourhood Plan had been updated and was now ready for approval by the Steering Group pending a meeting with Wessex Water.
- c) Employment Business and Tourism – AH reported that some minor changes had been made to this section of the draft Neighbourhood Plan following feedback received from the Local Authority and Brian Wilson.
- d) Heritage – BE explained that it was intended that the heritage policy would include a ‘List of Important Buildings’ for the Local Authority to take note of. Following contact with Kim Sankey

(consultant) a walk around had been conducted based upon the initial list of assets that had been identified as part of the study she had conducted for the AONB. A number of additional important local buildings were added to the list and some discarded in consultation with members of the village Heritage Subgroup. As a result, she had compiled an amended list which will form the basis of a full written report. To save time and costs the Heritage sub-group would provide the introductory section. Once the report was ready KS had offered to meet with householders to discuss the report and address any inaccuracies or omissions.

Liz Crocker expressed several concerns; affected householders had received only 12 hours written notice of the walk around, the existence of an initial list suggested that there was no zero baseline of all properties as a starting point and the presence of Steering Group members raised concerns as to possible bias.

It was explained that the initial list had been based on the AONB study pre-work and that Steering Group members had been present as a matter of courtesy and to provide a record. The Chair believed the process had been conducted with transparency, it being in the interests of the Steering Group to ensure that procedures were followed since there would be several stages of scrutiny, primarily the regulation 14 consultations, the inspector's appraisal and the public referendum; although the Chair did stress that the Steering Group should endeavour to resolve any concerns and/or objections without recourse to a formal process.

Liz Crocker stressed the importance of the record of the walk around being made public, the need for property owners to meet with Kim Sankey in relation to individual affected properties and the clarity of the appeals process.

Regarding appeals BE stated that the Steering Group would not generate the final list, but the Planning Authority would construct a list based upon the final consultant's report and therefore any appeal must be to them.

AH asked for the list of properties which had been identified during the walk around to be provided. CM considered this would not be helpful and that it was best to let the process take its course and allow Kim Sankey to produce her report containing the list which would then be made available in a few weeks. It was confirmed that 34 letters had been issued to potentially affected householders and a list of around 25 properties deemed suitable had resulted.

A number of actions were agreed as follows:-

To clarify the process for the production of an official list of 'Important Local Buildings' and identify precisely who makes that list. **Action: PD**

To share the report from Kim Sankey with the Steering Group and affected householders for comment and subsequent discussion at the September Steering Group meeting. **Action: PD and CM**

It was confirmed that each of the 34 householders who had been contacted originally would receive either a copy of the report or notification that their property had not been included on the list of heritage assets.

To clarify with Nick Cardnell how the owners of affected properties with continuing concerns can raise these with the Local Authority and the formal appeals process to be followed. **Action: PD**

- e) Housing and Planning – LP had reported prior to the meeting that a draft H&P section would be provided for the October meeting. PD agreed to speak to LP about progress in view of the very

tight timescale and the importance of this topic to the overall process.

Action: PD

- f) Sports and Recreation – no further action reported.
- g) Transport (Getting Around) – CM reported that several updates to the draft Neighbourhood Plan policies had been made following feedback from the Local Authority and Brian Wilson. One outstanding issue was the wording of the car park policy and whether this should relate to a specific site or be a general statement of policy. The former would require the agreement of the landowner and the Chair had agreed to approach Christopher Seal to ascertain his position. On a general point of discussion, it was noted that the bus service had been included as an aspiration and that its retention was subject to usage.

9. To Receive an Update on Progress with the Production of the Draft Neighbourhood Plan

The Chair noted that the biodiversity, heritage and housing and planning sections were to be finalised with a view to presenting a complete draft Neighbourhood Plan for endorsement by the October Steering Group meeting. Since it was necessary for the consultant to provide an overview prior to this meeting the final draft sections would need to be in place prior to the September Steering Group meeting. Housing and Planning was the main priority for completion and although still on schedule there was now very limited flexibility. It was concluded that any delays in producing the heritage section must not be allowed to derail the completion of the overall Neighbourhood Plan.

The Chair confirmed that following initial feedback on the heritage assets it would be necessary to consider a separate meeting with affected households.

Action: PD

10. To Consider a draft Neighbourhood Plan policy briefing to the Neighbourhood Forum.

The need for a briefing had been raised by the Sutton Poyntz Society as the Neighbourhood Forum. The key issue to be decided was the precise timing. It was agreed that the Chair would arrange to deliver the briefing on a mutually convenient date once the draft Neighbourhood Plan was complete.

11. To Receive an Update on the Draft Consultation Statement

Updates were on-going.

Action: PD and CM

12. To Review Progress against the Neighbourhood Plan Timetables

Reference to timescales is made in sub-section 9 above. In discussion with Nick Cardnell the Chair had received confirmation that to remove any uncertainties we must complete the Regulation 14 process and submit the Neighbourhood Plan draft before the new unitary authority comes into being and consequently the October deadline must remain.

13. Any Other Business

Only one item was raised. Hannah Crocker (resident) asked about notification of meetings being placed on the village noticeboards. CM confirmed that an agenda was placed on the noticeboard near the pond but not the one at the Cartshed due to access issues and lack of space. The chair reaffirmed that an agenda and attachments could be sent to people upon request.

The meeting closed at 21.26 hours.

The date and time of the next meeting was confirmed as Tuesday 25th September 2018 at 19.30 hours.