

Puddletown Neighbourhood Plan Steering Group

Meeting Minutes

24th September 2018

Rodhill Meeting Room, Puddletown

Present:

Peter Churchill (PC) (Chair)

Jane Cox (JC)

Janey Gordon (JG)

Mary Miles (MM)

John Ridout (JR)

Sandra Shaw (SS)

Apologies:

Paul Langdon

Janet Ranger

1. *Agenda:*

The Agenda of the meeting was approved.

2. *Minutes of the Last Meeting:*

The Minutes of the last meeting were approved.

The Matters Arising were reviewed:

- JG has updated the housing policy. It will be discussed later in the Agenda.
- PC will send the latest policies to Feria when the updated policies had been drafted and approved.
- PC had drafted a Transport, Traffic and Interconnectivity policy. It will be discussed later in the Agenda.
- MM had prepared initial points for a Business and Employment policy. It will be discussed later in the Agenda.
- JG had prepared a template for the draft Neighbourhood Plan. It will be discussed later in the Agenda.
- PC had distributed a report of the meeting with Feria. It will be discussed later in the Agenda.

3. *Report of the Westminster Briefing Meeting:*

A report prepared by PC had been distributed prior to the meeting.

Two potential additional support actions from Locality and AECOM were discussed at the Westminster Meeting:

- Site Assessment: This was in general considered to be a positive input, but further information was needed before deciding to proceed. PC will check with Locality to understand the details of this support, and will report back to the next meeting.

Action PC

- Plan Review: This would take place once the Plan had been drafted. Richard Eastham had suggested that this should take place in parallel to the Regulation 14 step. This was **agreed**. PC will explore how to instigate this action.

Action PC

4. *Report of the Meeting with Feria:*

A report prepared by PC had been distributed prior to the meeting. The overall conclusion had been that the meeting had been positive.

In addition to this report it was noted that barring further unforeseen delays Feria would like to have one more public meeting in mid-November to review the draft Plan, and particularly the site selection and the policies. This would result in a completed draft Plan, and the start of the Regulation 14 process by mid-January 2019, and a Referendum in the Spring of 2020.

5. *Policies Format Plan*

JG described the template for the Plan that she had distributed prior to the meeting.

This template was **agreed** by the meeting. It was noted that the template may be modified by the consultant when the draft Plan was prepared.

It was further **agreed** that the content of the template should be reviewed by all members of the Steering Group, and comments sent to JG within two days (close of play 26th September).

Action: All members of the Steering Group

JG would then update the content of the Plan according to the comments received, and send the updated version to all members.

Action: JG

Once all members had approved the updated version, PC would send the updated version to the consultant.

Action: PC

6. *Housing Policy*

The updated draft of the Housing Policy, including the Housing Definitions sent to members prior to the meeting by PC, were discussed.

A few comments were received.

It was then **agreed** that the Housing Policy was approved.

7. *Transport, Traffic and Interconnectivity Policy*

The draft of the Transport, Traffic and Interconnectivity Policy as prepared by PC, and edited by JG to fit the template of the Plan, was discussed by the meeting.

A few comments were received.

It was then **agreed** that the Transport, Traffic and Interconnectivity Policy was approved.

8. *Business and Employment Policy*

Preparatory text of the Business and Employment Policy was presented to the meeting by MM.

A few comments were received.

MM will now prepare the draft policy, and send it to JG in time for incorporation in the template, and discussion at the next meeting.

Action: MM

JG will send an updated Plan template and content to all members prior to the next Steering Group meeting.

Action JG

9. *Next Policies to Prepare*

It was noted that three Policies still need to be prepared. They will be drafted for the next meeting by:

- Environment: JG
- Physical and Social Infrastructure: PC
- Safety and Security: PC

Action: JG and PC

10. *Any Other Business*

It was noted that both the Westminster Briefing and Richard Eastham had noted the importance of keeping landowners and developers informed of the status and plans of the Plan preparation.

It was **agreed** that an informative courtesy letter should be sent to land owners and developers, including the latest Status and Plans report.

Action: PC

11. *Date of Next Meeting*

The next meeting was set for Monday 8th October 2018, at the Rodhill Meeting Room at 19:00.

The meeting then closed.

Minutes prepared by PC