

## **Ilminster Neighbourhood Plan Development Group**

### **Notes of Meeting held on 6<sup>th</sup> June 2019**

**Present – Stuart Shepherd (In the Chair), Colin Bailey, Bryan Ferriss, Michelle Gunn, Sally Howard, Matt James, Annie Murdoch, Jim Sainsbury, Liz Shepherd, Henrietta Van den Bergh, Scott Waldie, Tony Walker (for the first 20 minutes only), David Westwood, Martha Covell (ECA), Antonia Morgan (ECA), Joy Norris (Town Clerk)**

**Apologies** – Colin Hyde.

**115 – Welcome to New Members** – Michelle Gunn (appointed as a Town Council representative) and Sally Howard were welcomed to the Group.

**116 – Resignation of Chair** – The Group accepted the resignation of Natallie Wainwright who had acted on an interim basis, and thanked her for her work for the Development Group during the last year.

**117 – Appointment of Chair** - Proposed by Tony and seconded by Annie, Stuart was duly elected Chairman, no other nominations being received. It was noted that this appointment required ratification by the Town Council.

**118 – Establishment of a Core Group** – For purposes of publicity and general communication, it was agreed to establish a core group of Stuart, Henny, Scott and Joy, who would obviously need to work closely with Martha. Scott would continue to act as Administrator responsible for agendas, minutes etc.

**119 Declaration of Interest** – No new declarations of interest were received.

**120 Notes of Last Meeting** – The notes of the meeting held on 25<sup>th</sup> April 2019 were agreed as a fair record, and signed accordingly.

**121 Reports to Town Council** – Written reports on the progress of the Development Group, prepared by the Administrator and presented by the Chairman were now being submitted to every Town council meeting. The last such report (having been circulated) was duly noted.

**122 Theme Group Membership** – Both Michelle and Sally agreed to join the Team (that at least for the time being), was covering both “Economy, Tourism and Heritage”; and “Environment and Leisure”. Jim agreed to lead this Team, whilst Colin B was confirmed as the leader of the “Transport” Team. Tony remained as leader of the “Housing” Team.

**123 Logo Competition** – Henny reported that this had now been successfully concluded, and arrangements were in hand for presentations to the winner and those highly commended.

**124 Schools Road Shows** – Those who had been involved in the first two sessions (Greenfylde and Swanmead) brought back very positive reports. It was noted that further sessions were planned within the week at Neroche and Wadham..

**125 Community Drive** – The Neighbourhood Plan Development Group participation in IMEX, through taking a stall on Community Drive was well in hand (thanks to Tony and Antonia); and postcards, leaflets and questionnaires had all been prepared in readiness. Antonia (ECA) would be present to provide professional back up.

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**126 Locality Grant** – Martha gave an update. The application had been submitted and a response was expected very shortly.

**127 Survey** – A survey based on emerging housing and employment policy direction had now been drafted and was being circulated to all our file contacts, as well as being available at the Community Drive stall.

**128 Call for Sites** – This had now been fully published by the Town Council, with responses due by 1<sup>st</sup> July.

**129 “Housing” Theme Report** – The group had been working on the policies drafted by Martha, but there still remained some “homework” to be done (please reference ECA briefing note 4). A recurring question that came up during the meeting was how could the “homework” be completed without more feedback from the local community. Clearly, proposed policy and consultation go hand in hand, but it was accepted that the Development Group does have to take the initiative in giving people something to comment on, and researching available evidence from other sources.

**130 “Economy, Tourism and Heritage” Report** – Martha had drafted policies for this theme group to work on, and the “homework” had been identified (ECA briefing note 4). More evidence needed to be researched which could be presented to developers. In addition a workshop had been scheduled for 5pm on the 27<sup>th</sup> June.

**131 “Environment and Leisure” Report** – Martha presented a very comprehensive briefing note which she had prepared for this Theme Group to work on, and there ensued some discussion on how the “homework” (ECA briefing note 4) might best be allocated. Theme Group Members were interested to know how this theme had been tackled in other Neighbourhood Plans, and this would be included in the Group’s research. A workshop had been scheduled for 5pm on 1<sup>st</sup> August.

**132 “Transport” Report** – A “work in progress” report had been circulated by this Theme Group, which had started people thinking about, and commenting upon the issues. There was still some “homework” to do (ECA briefing note 4), and the workshop with Martha was not scheduled till early September.

**133 Terms of Reference for the Plan Development Group** – There was a further debate on this subject, and it was recognised that the opportunity to renegotiate terms of reference was still available, but on balance, it was suggested that the current “partnership” between the Group and the Council was reasonably workable.

**134 Change of Meeting Date Late August** – It was agreed that the Group would meet 5<sup>th</sup> September in place of 29<sup>th</sup> August.

**135 Next Meeting** – 27<sup>th</sup> June in the Council Chambers at 6pm.

ss/sw/08/06/19

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