

Neighbourhood Plan Steering Group meeting Part 1
Zoom meeting: Wednesday 25th August 2021

Present

Rosie Osborne, Project Officer (RO)
Cllr David Northam (DN)
Colin Marsh (CM)
Sandie Wilson (SW)
Penny Quilter (PQ)
Cllr Pete Barrow (PB)
Phil Watts (PW)
Lara Wood (LW)
Cllr Peter Dickenson (PD)

Apologies

Clive Tuck, Project Manager (CT)
Cllr Lucy Hamilton (LH)
Rob Cheeseman (RC)
Cllr Ann Weaving (AW)

ITEM	DISCUSSION	ACTIONS	DECISIONS
1. Welcome and Apologies			
2. Nomination of Chair	SW nominated as Chair		Unanimous decision that SW will chair meetings
3. Minutes from last meeting/ matters arising	SW asked if previous minutes could be approved. No matters arising.		Minutes approved.
4. Update from Project Management Group	Conflict of Interest- no specific WTC policy however Town Clerk did send DN a document relating to this. Terms of Reference document updated by RO to reflect changes and saved on Teams. Project Plan will be used as a framework for moving the NP forwards- similar roadmap to other plans and follows the process set out by Locality. PW concerned and would like to hold more detailed discussions to ensure the plan fits with Local Plan- RN suggested the workshops will cover any matters.		DN to circulate document. SG to review updated version of Terms of Reference.

	<p>Gantt Chart is currently about 3 months behind. DN suggested we update chart to reflect this.</p> <p>DN outlined the 'Project Weymouth' document which addresses social mobility and deprivation. PB said that there will be a presentation provided by Dorset Council about actions.</p> <p>RN has completed initial study and produced list of potential sites.</p> <p>Consultation workshops to take place in October. An initial meeting with David Hawes to arrange dates will take place in September. First workshop will be regarding the Vision and Aims to find out if people agree/disagree. CM asked for more detail on these- what is the scope? What are the outputs?</p> <p>ECA contract to be extended. Discussion around if the Steering Group are happy to proceed with ECA.</p>	<p>PB to confirm date of this to SG and feedback.</p> <p>RN to circulate to Steering Group.</p> <p>RN/RO to circulate David Hawes presentation and link to website.</p> <p>RN to finalise ward profiles.</p>	<p>Agreed that Steering Group is happy with ECA's work and supportive.</p>
5. Call For Sites	<p>The current advert does not specify greenspace. CM asked that it is kept simple and clear. Discussion about separating the notices but concern that it could lead to confusion.</p>	<p>DN to merge both notices and update the Call for Sites advert- then send to SW to review.</p>	
6. Sub Activities/ Groups and Leads	<p>To be discussed in further detail at next meeting. Dates for Forum meetings to be confirmed.</p>		
7. Progress Report to WTC	<p>DN has prepared report to be presented to Full Council on 01/09/21. CM suggested to include the Housing needs Assessment and that project progress has been delayed.</p>	<p>DN to present to Full Council.</p>	
8. Any other business	<p>Preference of next meeting to be face to face.</p>	<p>DN to ask Town Clerk is council chamber can be used.</p>	

Date of next meeting: 6th September 2021 @ 7pm