

## EXMOUTH TOWN COUNCIL

### NEIGHBOURHOOD PLAN STEERING GROUP

#### Notes of 10<sup>th</sup> meeting held on Wednesday 29<sup>th</sup> June 2016 at 10.30 pm in Exmouth Town Hall.

#### PRESENT

|                 |     |  |
|-----------------|-----|--|
| Roy Pryke       | RP  | NPSG Chairman  |
| Ian Cann        | IC  | NPSG Vice-Chairman   |
| Pat Graham      | PG  | Exmouth Town Ward Councillor   |
| Rob Masding     | RM  | Transition Town Exmouth, & Exmouth Town Ward Councillor                                |
| John Thorogood  | JT  | Town Team & Chamber of Commerce  |
| Cherry Nicholas | CN  | Exmouth Brixington Ward Councillor   |
| Pauline Stott   | PS  | Exmouth Halsdon Ward Councillor  |
| Mark Williamson | MW  | Champion of Neighbourhood Planning for East Devon, & Exmouth Littleham Ward Councillor |
| Brian Bailey    | BB  | Exmouth Withycombe Ward Councillor   |
| Bruce de Saram  | BDS | Exmouth Littleham Ward Councillor  |
| Tim Clatworthy  | TC  | Exmouth NP Project Administrator   |

Members welcomed Councillor Bruce de Saram, who has kindly offered to step, on a long-term basis, into the Littleham Ward vacancy caused by Alison Greenhalgh's passing.

#### 1. APOLOGIES

Lisa Bowman                      LB              Exmouth Town Clerk

#### 2. NOTES OF LAST MEETING

The notes of the 8<sup>th</sup> meeting held on Wednesday 18<sup>th</sup> May were received as a correct record.

#### 3. MATTERS ARISING FROM/SINCE LAST MEETING

##### a) SOCIAL MEDIA

Referring to the 'Locality Neighbourhood Plans Roadmap Guide', RP reminded us of the importance of using up-to-date social media. RM reported that our dedicated website was not functional yet but that he was keeping Facebook up-to-date.

JT informed the meeting that he was an administrator for the website 'Positive Exmouth', and that he would make sure that NP information would be kept up-to-date on it. He thought it would be a perfect medium for the Exmouth NP. RP asked if a monthly update would be possible. JT said he would adapt any information for Positive Exmouth, adding that the NP Survey had already been widely circulated. The meeting welcomed this important addition to our coverage.

RM suggested that anything we wanted to publicize in Positive Exmouth and Facebook, we send to him, copying in JT.

RP asked when the NP website might be ready: RM hoped early July.

PS suggested Twitter as a popular medium. RM offered to set up a dedicated Twitter account and link it to Facebook. The meeting welcomed this.

JT suggested 'LinkedIn' as the businessmen's Facebook. RM offered to set up this also. RP said this was excellent timing as we were about to contact stakeholders.

##### b) CHURCHES TOGETHER

TC informed the meeting that Rev. James Hutchings would be back in circulation 3<sup>rd</sup> July, and Rev. Beth McDowell on 7<sup>th</sup> July. RP and MW agreed to meet them to sound out their interest in the NP. Action: TC to liaise with RP and MW to arrange the meeting.

##### c) OUTREACH

###### i) SURVEY DELIVERIES

CN had said she would contact Higher Marley Road Group in response to IC's report that Colin Lewin of Marley Planning Group had apparently asked what was happening with the NP, as he had received no information.

PS informed us that many people in Exeter Road had said they had not received Surveys, along with residents of Phillips Avenue, Keats Close and elsewhere in the area. RM added that his Exeter Road address (comprising several flats) had not received any either. RP asked if we knew for certain that some areas had received their Surveys too late. Although no-one could say, CN knew that some Surveys had been distributed inside the Property Press. This was particularly unfortunate as (a) we had paid a higher price to have the Surveys delivered solus, (b) the Property Press was delivered a week later than our Survey should have been, and (c) it was thought that only a minority of Exmouth residents actually opened the Property Press to read it. RP agreed this was unfortunate but suggested we move on. BB however suggested that for future deliveries we employ an organisation

dedicated to Exmouth (Dor-2-Dor is based in Ottery St. Mary), for example the Sea Scouts, and give them a donation for the work. It was agreed that this suggestion would be explored for any future delivery arrangements.

ii) SURVEY RESPONSE RATE

DCT had reported that our response rate, 6% of the total population of Exmouth (including children), to be acceptable. Furthermore, according to MP's report, "Shape the Future of Exmouth", "there is an acceptable spread of response across the residential areas of Exmouth" as determined by postcode. (Section 3.5, p.4)

iii) YOUTH SECTOR

- Exmouth Community College: details of the proposed September discussion needed to be firmed up with Cllr Jill Elson.
- Primary schools: the 'Locality Neighbourhood Plans' publication recommended 'Things which can be done in Primary Schools' to encourage schoolchildren to take an interest in their environment. RP stressed to the meeting the importance of reading this publication, and sharing their comments, which they could do through TC. MW offered to ascertain who is the current Chair of Learning Communities.

**4. ORAL FINANCIAL REPORT**

No significant change since last meeting. A standard monthly report should be provided from Julie Gregory (ETC Finance Manager & RM, as we need to know at all times throughout the NP process what we can afford.

**5. WARD CONSULTATIONS**

a) FEEDBACK FROM INITIAL CONSULTATIONS

Thanks were expressed to RM for collating all the Initial Consultation information from the Open Day and Ward Consultations and producing examiner-friendly documents.

RP asked if the team, in particular Ward Councillors, would identify any 'bright ideas', suggestions, positive and negative comments, etc from their Ward feedback (e.g. post-it comments, conversations at Consultations, etc) and send to TC to compile a list of considerations to be pursued. An example which had come up locally was on Littleham Ward's Maer Valley: What we did not want was for NPSG to say to Littleham Ward, "Here's a strategy for Maer Valley" – it should be the other way round: Ward Councillors should be suggesting ideas and plans to NPSG on 20 July.

RP was disappointed that overall feedback was less than expected; BB thought that he and other Councillors in the consultations had had very worthwhile conversations with members of the public, and that what we lacked in quantity we made up for in quality of responses. RP thought what we needed to learn from this was to publicise more effectively than we had done. BDS reported on an inspiring radio report he had heard on Radio Exe with the tagline, "I used to think this was for me.... Now I KNOW it is" – which was about Neighbourhood Plans. JT said this was a bespoke advert broadcast nationally. RP said we should also make use of Bay FM in future, building on his broadcast when the survey was launched.

b) SECOND ROUND OF CONSULTATIONS

It was agreed that by the time of the second round of public consultations, the town must be much more aware of the NP. PS agreed to ask Cllr Jill Elson to let us know her plans for the Community College consultation in September. It was suggested that MP should be asked to design 5 – 6 questions with which we would try to engage with the students. IC drew our attention to P.32 of the Locality Neighbourhood Plans document, where it was suggested that younger pupils could be asked to draw and/or describe how they would like the area to be in the future. He was dubious though that this would count for much in the Plan. MW recommended we talk with Exmouth Learning Community at the start of the winter term and also recommended Jamie Buckley, who has done a lot of work with Primary Schools. Again it was mentioned (as in previous meetings) that we needed to be careful with younger children as they were particularly suggestible. It was agreed at RP and MW would talk with the Chair of the learning Community.

**6. FEEDBACK FROM RP OF MEETING WITH MARTIN PARKES (MP) ON 14<sup>TH</sup> JUNE**

*All document references in this section are to MP's 'Shape the Future of Exmouth: Exmouth NP Community Questionnaire Report'*

MP will be present for the first hour of our next NPSG meeting on 20<sup>th</sup> July and will want to know if we have any questions, concerns, or think anything is wrong – e.g. section 3.38 (p.16). Please let RP/TC know if you have any related comments.

Other sections may give information on areas which are not concerned primarily with NP's remit of land usage, but could be usefully forwarded to relevant bodies – e.g. 1.3.vi (p.1), 3.25 and 3.26 (p.13), and 4.9, 4.10 and 4.11 (p.18), which are concerned with social and health services, employment opportunities, and public amenities such as recycling, rubbish collection and public toilets. IC commented that it was not only social/health services that were diminished by the closing of units such as Exebank,

Danby House and others in Exmouth, but also job opportunities. MW added that though we need to filter out comments that are not related to land usage, it was surprising how many issues actually involve land usage.

Sections 3.40 (p.16) and 4.12 (p.18): 41% of respondents mentioned the seafront, many asking why it was not covered specifically in the Survey. This question has also been asked of Councillors and ETC staff, the answer given being that the Survey encompassed all aspects and the entire area of Exmouth, and that respondents were asked to make their suggestions on whatever topics they wanted to.

Section 4.1 (p.17): IC stressed the importance of evening consultation sessions to provide better opportunity for residents of working age to find out about the NP.

Section 3.16 (p.9) and 4.3 (p.17): RP suggested members consider the quotation (in purple), asking if we could improve on it – is this the statement we want? IC suggested we either endorse it or not. Members were requested to share their ideas with RP/TC within a week so we could inform MP in good time for him to amend his report.

## **7. UPDATES & FURTHER BUSINESS**

### STAKEHOLDERS

A list of previously discussed stakeholders was circulated as item 6 in RP's 'NPSG Update 29 June 2016', which had already been sent to members. It was agreed that RP would contact each stakeholder with a standard letter and an update in form of a Newsletter using our 'trademark' colours, and that a lead figure in each group needed to be identified to write to. Members were asked to give TC contact details of any individual they knew in any of these groups. At the time of writing we have the following contacts:

- National Trust: Michael Calder
  - Devon Cliffs: Dave Bennett
  - Clinton Devon Estates: John Varley
  - Jurassic Coast: John Wokersein
  - Coastal Communities Team: Alison Hayward
  - Exe Estuary Management: Stephanie Clark
  - Federation of Small Businesses: Greg Page-Turner
  - Exmouth Chamber of Commerce: John Thorogood
  - Watersports and marine industries: Mark Sansom, Ian Stuart, Miles Blood-Smith, Sailing Club, Edge Sports
  - EDDC: TS, Richard Cohen; though we already have EDDC Councillors in NPSG
  - DCC: Philip Norrey
  - Educational establishments: Tony Alexander, Sarah Bennett
  - Health and Social Care establishments: North Devon PCT: Dot Taylor, Dr Keith Edwards. Patients' Group: Dr Richard Mejzner
  - Licensed Victuallers Association: George Nightingale
  - LED: Peter Gilpin
  - Charities – RNLI: Brian Cole, Darryl Nicholas; Rotary Exmouth Raleigh – Jan Eamer; Rotary Exmouth & District – John Thorogood
  - \*Lympstone Parish Council: Tony Le Riche
  - \*East Budleigh with Bickton Parish Council: Judith Lumsden
  - \*Budleigh Salterton Parish Council: Joanne Vanstone
- \*Parish Councils should be offered individual meetings

## **8. ACCESS STRATEGY, RE. PROPOSAL FROM JOHN PETTY & CLLR ROB MASDING**

A map of local pathways and cycleways is nearing completion, and is to be incorporated into the NP.

## **9. OUTLINE TIMETABLE**

A revised timetable has already been circulated as item 7 in RP's 'NPSG Update 29 June 2016'.

## **10. ANY OTHER BUSINESS**

a) BB thought we should put our collective weight behind the St John's Court campaign.

b) RP proposed, and IC seconded, Keith Bungay to be co-opted to NPSG as a planning expert. He chairs 'Devon Lakes, and was Chief Planning Officer for Dartmoor and Chief Officer, Exmoor.

c) IC provided NPSG with a copy of The Exmouth Civic Society's view of the proposed new solar farms within the Exmouth boundary. He added that any land usage issues can be brought straight to the notice of the NPSG.

d) A suggestion has been received with a completed survey form, from Mr John Connolly, for the Old Bystock Estate to be considered as a Conservation Area. IC suggested that the correct forum to take this forward would be the (Brixington) Ward working party.

## 11. SUMMARY OF ACTION POINTS

1. JT to update 'Positive Exmouth', if possible on a monthly basis.
2. RM to set up a NP Twitter account and link it to Facebook, and also to set up a LinkedIn account.
3. NPSG members to send RM anything they wanted to publicize in Positive Exmouth and Facebook, copying in JT.
4. RP and MW to meet James Hitchings and Beth McDowell to sound out their interest in the NP. TC to co-ordinate.
5. PS to ask Cllr Jill Elson to let us know her plans for the Community College consultation in September.
6. MW to ascertain who is the current Chair of Exmouth Learning Communities.
7. NPSG, in particular Ward Councillors, to identify any 'bright ideas', suggestions, positive and negative comments, etc from their Ward feedback (e.g. post-it comments, conversations at Consultations, etc) and send to TC to compile a list of considerations to be pursued.
8. NPSG to let RP/TC know if you have any questions, concerns or comments - relating to MP's "Shape the Future of Exmouth" report within a week so that we can let MP know in good time for him to amend his report before joining our July 20<sup>th</sup> meeting.
9. Section 3.16 (p.9) and 4.3 (p.17): NPSG to consider the quotation (in purple), asking if we could improve on it – is this the statement we want? Members to share their ideas with RP/TC within a week so we can inform MP in good time for him to amend his report.
10. RP/TC to request from ETC a single payment of £175 to MP for his visit to our next NPSG meeting on 20<sup>th</sup> July.
11. RP to contact a lead figure in each stakeholder group with a standard letter and an update in form of a Newsletter.
12. NPSG to give TC contact details of any lead figures known in any of these groups.
13. TC organise design of the Newsletter.
14. TC to circulate (i) John Connolly's proposal for the Old Bystock Estate to be considered as a Conservation Area, and (ii) IC's ECS letter to NPSG re. proposed new solar farms.
15. All members who attend other meetings and functions where NP is mentioned to provide details of these and their reports to TC for our audit trail. This should include past meetings and events as well as future ones.

## 12. FUTURE MEETINGS

1. Wednesday 20<sup>th</sup> July, **9.30 am**, ETC Council Chamber, including visit from Martin Parkes of DCT (Devon Communities Together). **Please do note the earlier start time!**
2. Wednesday 17<sup>th</sup> August, 10.30, ETC Council Chamber.
3. Wednesday 21<sup>st</sup> September, 10.30 – venue tbc.
4. Wednesday 19<sup>th</sup> October, 10.30 – venue tbc.
5. Wednesday 16<sup>th</sup> November, 10.30 – venue tbc.
6. Wednesday 14<sup>th</sup> December, 10.30 – venue tbc.

**You are reminded of the NP meeting with Tim Spurway, Mark Williamson, Roy Pryke and Ian Cann on Wednesday 13<sup>th</sup> July, 3.30pm in the Committee Room.**

The meeting concluded at 1.20pm.