

SIDMOUTH TOWN COUNCIL



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Minutes of the Steering Group meeting held on 10th Jan 2017

Present: Graham Cooper, Jeremy Woodward, Deirdre Hounsom, Louise Cole, Michael Earthey, Ian McKenzie-Edwards, Claire Russell, Peter Murphy, Jonathan Davey.

Apologies: Tim Salt, NP administrator.

Jeff Turner, Chair of STC was present as a guest.

7.35pm: DAH gave a short update, which is attached to these minutes including a budget up date and confirmation was given by LC that we are on track with the budget and expenditure to date. LC will update the budget and circulate to NPSG members.

7.40pm: Any Questions/ Issues

There followed a wide-ranging discussion of anything not on the agenda that SG members wished to discuss. questions/issues

PM mentioned that he had been at a Devon wide tourism event recently with Councillor Pollentine who had said that "Tourism in Sidmouth was dying". It was discussed that the consumer expectation of visitors had changed and that our NP policy on Economic Resilience would be especially important, "Don't start with Tourism, start with the fact that the Sid Valley is a great place to live"

RT has done some initial work on the BSIG but then asked if he could hand it back to PM to finalise. PM agreed to have the next draft ready for the 20th January and LC offered to edit following this and that the document must be ready to be published by the 27th January event.

It was discussed that when the initial analysis on the BSIG was completed, broad analysis statements on each theme would be sent to the relevant team with a specific request that each theme/policy would be looked at by that team and any relevant details pertaining to their theme could be extracted and used when considering the policy statement for that theme.

It was suggested that any comments that attracted more than a 10% response would be included in the report. But brevity should be of the essence and that a suggested word count would be given.

IME suggested that the report when finished should be precise and clear and capable of being printed.

LC said she was happy to work with each team to provide an overview. All reports produced by the SG should follow the same template and appearance as in the First Household Survey. (Same font to be used on everything produced by the NP – guidance on accessibility guidance is on Basecamp)

Most of the YP surveys have been marked and will be waiting for TS to analyse upon his return from holiday.

Comments were made about the town promoting its maritime heritage and history as a fishing village.

DH informed group that she, LC and TS have a meeting at Kennaway House with Julie from Creating Excellence on Monday 23rd Jan.

7.50pm

The draft operational protocols as suggested by Richard Thurlow, minor amends were made including a report writing team to comprise Richard Thurlow, Louise Cole and Jeremy Woodward. The suggestions for amendments were approved by the group including the fact that every document produced or used by the SVNP should be given a unique reference and stored on Basecamp and eventually on STC website. Each electronic folder should align with the seven themes that have emerged. It was agreed that this would be a task for TS upon his return and if it involved some extra hours from TS that should be approved as part of the budget.

Action: RT to send an updated version of the protocol to DT as attached with these minutes.

8.00pm

Infrastructure Delivery Plan (IDP) (posted on Basecamp in Local Plan folder/EDDC) by Richard Thurlow was discussed and the group agreed that the suggestions and omissions that RT had pointed out should be sent to EDDC on behalf of the SG and that the document should broadly agree with the statements being issued by STC. Specific mention was made of the importance of the Alexandria Road access given that planning permission was not granted for the Sidford employment site recently and that this increased its ranking as a priority issue. Parking was specifically discussed and it was suggested that the NP could allocate a site for parking within the NP.

A further discussion about this with John Slater is needed following the KH event and our 2nd residents survey. Richard Thurlow is requesting a meeting with EDDC to discuss and work collaboratively with EDDC on the IDP.

Action: RT to send response letter to DH to formally send to EDDC from the NP SG and RT also to seek a meeting with EDDC.

There was discussion regarding the need for a Housing Survey and whether that needs to be alongside or within Q2 and the nature of what information is missing and how best to find it out.

Things have moved on apace since the meeting. RT to have a conversation with a consultant suggested by John Slater on Monday 16th Jan and the sub group on housing will meet early this week to decide the next step. There is no up to date HSS relating to the Sid Valley and the general feeling is that we must conduct our own survey to be certain of current needs. LC confirmed that there is £3000 in the budget specifically built in for a Housing Survey.

Action: RT, ME and JW to research with potential consultant to draft a brief to ensure the information gaps are known and a process to find information (which is likely be data from existing population demographics and possibly some additional information from residents.)

8.15pm We did not have time to discuss our NP policy evidence base, but it has currently been updated by AM and many thanks also go to JW and ME who have done considerable work on Housing Needs and the current existing evidence.

8.25pm Draft Vision statement, collective effort edited by LC, the group spent a considerable time discussing the Vision Statement and after much collective input a form of words has been agreed and LC will email the next draft version for comment to lead to the final draft to be ready by Monday 16th January. We will use this version as a starting point for the event at Kennaway House and it will be circulated to all attendees prior to the event.

Action: LC to circulate next draft for comment by NP SG members, final draft to be ready by 16th January

8.50pm Peter Murphy and Claire Russell gave an update on the grant application and the proposed SUSTRANS piece of research into cycle paths. They will know more by the middle of January.

9.15pm NPSG members' availability and additional invitation suggestions were requested – confirmations to Deirdre please. DAH circulated the outline of the event as proposed by Creating Excellence. The SG meeting on the 24th Jan will consist of briefing all members who can attend and assist at the event. There was talk about how to re-balance the community but DAH pointed out the limitations of an NP and that certain of the points discussed were Community Aspirations rather than policies. Claire suggested that all new house built should have at least one space for car parking

There was very little time left to discuss forthcoming event at Kennaway House, we will discuss all details at the forthcoming extra SG on the 24th Jan DAH to ask if JT attend this meeting.

The meeting closed at 9.40pm