

SIDMOUTH TOWN COUNCIL



WOOLCOMBE HOUSE
WOOLCOMBE LANE
SIDMOUTH
DEVON
EX10 9BB

Telephone: 01395 512424
Email: enquiries@sidmouth.gov.uk
Website: www.sidmouth.gov.uk
Tourism Website: www.visitsidmouth.co.uk
VAT Reg. No. 142 3103 24

Minutes of the Sid Valley Neighbourhood Plan Steering Group Meeting

10th April 2017 7.30- 9.30pm

Venue STC Offices

1. Present

Graham Cooper, Louise Cole, Tim Salt, Ian McKenzie-Edwards, Peter Murphy, Claire Russell, Jeremy Woodward

2. Apologies

Jon Davey, Deirdre Hounsom, Andie Miles, Richard Thurlow

3. Minutes of 21st March 2017

Minutes were agreed and are on the NP page of the STC website.

4. Update from the Chair

- The STC and Town Assembly took place on 3rd April at Sidbury Village Hall. DH gave a presentation on the progress of NP to date and 2 pupils from Sidmouth College reported on the YP survey. Both were well received.

5. Planning Timeline & Q2

At the last meeting it was agreed that RT would send a report drawing on existing NP research and data to the Port Royal Scoping Study (PRSS). It was sent but subsequently withdrawn to enable further information to be added. The report, which gives community voice while recognising the commercial considerations of PRSS is being revised and will be sent to the consultants as soon as possible.

Changed timelines of NP and PRSS provide an opportunity to include questions about Eastern Town into Q2 and for responses to feed into the PRSS. RT has spoken to the Town Clerk Chris Holland and explained that alignment of Q2 to the PRSS timetable should allow NP to feed into the PRSS before it reports.

LC explained the rationale and presented a revised timeline which aligns with PRSS. It is very challenging but possible to achieve. It will be necessary to prioritise analysis of the Port Royal questions to ensure that these can feed into PRSS before it reports.

There was unanimous agreement that we should aim to follow this timescale. PM said it was challenging but necessary to meet competing deadlines – particularly given the financial investment by STC/EDDC in both projects. CR suggested that Chris Holland is invited to attend the meeting on 24th April to enable him to see how the NP process is working to align with PRSS and to get a sense of emerging objectives. ME and LC referred to the need to make the council aware of the evidence that NP will be providing to PRSS – particularly as there is no obligation for PRSS to take into account any submission by NP.

PM suggested that NP needs to incorporate a strategy for community engagement to sit alongside the revised Q2 timeline – perhaps using a sub-group to steer activity. LC suggested this is done with Deirdre who is progressing with Q2 plans to support its launch.

Action; PM to draft a comms. strategy with Deirdre.

6. Core Objectives & Emerging Q2 Questions

All teams had submitted their emerging objectives and draft questions in advance of the meeting and this document was used to consider emerging work on a number of themes. The feedback, while specific to the individual themes that were discussed, also had a general application to all themes.

Feedback included:

Transport

- There was a risk that questions could be seen as being very non-car centric if they focused on walking and cycling and didn't address cars, public transport and parking.
- Need more questions in order to gather evidence to take a holistic view that considers everyone's needs
- Need an integrated transport objective.
- Suggestion that the emphasis should be less about "pedestrians/cyclists" and more about "people".
- Need to consider the need to meet the needs of retailers/people with buggies/disabilities.
- The questions that are asked about transport and traffic issues should provide valuable information for others, eg Devon County Council, to consider.
- May be useful to get John Tricker/CE input into questions.
- Consider having an objective that talks about linking to other NPs/paths & routes.

Housing

It was noted that the Housing Survey we commissioned was not able to identify housing need, options to further commission were not deemed to be worthwhile. This is likely to steer housing policies to be supportive of the objective of rebalancing the population rather than identifying more housing needed. It was suggested that SVSG members should familiarize themselves with the housing needs survey in particular given its complexity and centrality to the NP.

- Policies reflect the housing need highlighted in the Housing Needs Survey.
- The NP will also need to cover future developments not included in the Local Plan
- The technical nature of the Housing theme means that a number of the questions will require some explanatory text to enable the respondent to make an informed response

Built Environment/Natural Environment

GC said that he was generally happy with the direction that these themes were heading in relation to objectives and questions.

Eastern Town

- The team needs to come to an agreed position, which is evidence based, on parking.

Economic Resilience

PM said that he has been reviewing the huge amount of evidence collected from the surveys and Kennaway event and presented a working document which identified progress to date. He will now start to reduce and precis and develop the objectives and questions over the coming week.

LC said that she was hugely impressed by the progress that had been made in all of the teams. There were some clear messages that were coming through and this review had especially highlighted the need to:

- Ensure that all objectives and questions were based on the evidence from the earlier consultations
- Reference all objectives and questions to the Sidmouth section of the Local Plan
- Objectives and questions need to take into account the needs of all residents
- Work closely in partnership with relevant authorities to ensure synergy with other plans and initiatives
- Ensure the community actions part of the NP are written with a view to how and by whom they might be implemented – i.e. they must be aspirational and achievable through not only being realistic but also through identifying groups and partnerships that may take them on once the plan is made

The next stage in this process is for Theme Teams to continue the development of objectives and questions into the next iteration. These will be reviewed by John Slater in advance of the meeting/workshop on 24th April which will aim to sign off this piece of work. Following that meeting a small team will review the objectives and questions in order to write Q2 so that it is ready for Louise Turley to start work on design. Reconfiguring original themes and reclustered objectives will need to take place at this point given the increasing cross over between the 7 themes that emerges as the core objectives and related policies emerge.

John Slater requires the latest iteration of objectives and questions by 20th April. Therefore, teams were asked to provide TS with a revised draft by 19th April in order for him to collate and forward to John. It was suggested that the format used by CR (Transport) provides a clear structure and it would be helpful if other teams followed this.

Action: Team leads to provide TS with latest/final draft of objectives by 19th April. TS to collate and forward this to J Slater by 20th April and circulate to steering group.

7. Commercial Premises Needs Survey

It was suggested that this be carried forward to next meeting.

8. Young People's Survey Update

LC said this is currently with RT waiting for a summary before being passed back to LC and TS to finalise, add photos and decide on how best to include the range of ideas that were shared in the survey responses.

9. AOB

Date of next meeting – Monday 24th April 2017