

EXMOUTH TOWN COUNCIL

NEIGHBOURHOOD PLAN STEERING GROUP

Notes of 36th meeting, 11.00am on November 27th 2018 Exmouth Town Council meeting room, Town Hall.

Action Points in Yellow

1. Welcome and Apologies

PRESENT

Roy Pryke	RP	NPSG Chairman
Cherry Nicholas	CN	Exmouth Brixington Ward Councillor
Pauline Stott	PS	Exmouth Halsdon Ward Councillor
Philip Twamley	PT	EDDC
Bruce de Saram	BdS	Exmouth Littleham Neighbourhood Plan Officer
Janvrin Edbrooke	IC	NPSG Vice-Chairman
Ian Cann	KB	NPSG
Keith Bungay		

APOLOGIES

Mark Williamson	MW	Littleham Ward Councillor
James Hutchings		Christians Together in Exmouth
Rob Masding	RM	Transition Exmouth
Lisa Bowman	LB	Exmouth Town Council Devon,
David Radford	NP	DOP Group

2. Notes of NPSG August 21st 2018 draft minutes: **NPSG: agreed with minutes.**

3. Matters Arising and Action Points discussed

Action :PT to provide funding guidelines and details on the modification process and to confirm time lines (five years). PT confirmed that that NP is to be modified after 5 years, but envisages that as new development plans come onboard the reviewing, monitoring and modifying process is ongoing. Levels of modification will vary and will trigger the involvement of an Examiner/Referendum.

4. NPSG terms of reference:

- ETC are the qualified body for the Neighbourhood Plan. Recommended that reply to the Examiner should come from the Exmouth Neighbourhood Plan Officer who has delegated authority to respond on behalf of ETC. Agreed by NPSG and PT EDDC.
- Discussion on format of response: Format will be sent in a single document, to include a shared response where applicable, as well sections having either an EDDC response and /or/ an ETC response.

5. Finance: £ 3,328.80 remains in the budget.
 - Future expenses will be Social media campaign and Referendum costs.
 - JE stated that it is possible to bid for a Locality grant but there are spend datelines.ie needs to be all spent by March 31st to consider.
 - When the Referendum is will determine the need for grant funding.
 - PT said that posters and flyers for Referendum can be done via EDDC.
6. Examiners Questions and responses to be agreed:
 - All responses were agreed except in relation to EN1 (which was raised in the Examiners Point Number 3.)
 - After lengthy discussion agreed that:
 - PT to take this back to EDDC and to provide ETC with a statement in relation to this policy.
 - The ETC response point 2 in the EDDC table will then have to be amended and agreed.
7. Preparing for Referendum: Video and Social media.
 - Video 5 short clips using full demographic of Exmouth: Child, Musician, Young parent/ family, Person born in Exmouth and has returned to run a business, and a retired resident.
 - Social media: to be successful this needs to start early gain momentum and hit all communities within Exmouth .**ACTION all NPSG members to send to Janvrin all their social media links and groups so that the social media campaign will reach all groups within Exmouth. Facebook/ twitter to j.edbrooke@exmouth.gov.uk**
 - PT: reminded the group of the need to stay away from encouraging a "yes vote". Agreed
8. AOB: Reg 16 Timetable: hoping to stay to timetable. The arrival of the Examiners report will determine future time lines.
9. Next meetings: December 18th 2018 at 2pm in Exmouth Town Council Meeting Room, Town Hall **ACTION : all NPSG members please note new time of 2pm**

Meeting finished 1 pm