

Modbury Neighbourhood Planning Group (MNPG)

Minutes of meeting: Wednesday 2nd December 2015 20:15- 21:45 at Exeter

Inn

Present:

Ann Turner (AT) Chair, Barry White (BWh), Roy Sims (RS), Charlotte Rathbone (CR) Jon Sullivan (JS) Brian Weeks (BWe), Mark Lawrence (ML), Daniel Turner (DT), Phil Jolly(PJ), Burda Gage (BG), Andy Rathbone (RS), Alison Wood (AW)

Apologies: Trevor Ward (TW), Justine Slade (JS)

MINUTES OF LAST MEETING AGREED

1. MATTERS ARISING.

- ML gave some feedback from the training about Section 106 Funding which he and AT had attended.
Mark explained that Section 106 is part of the planning act under which contributions can be sought from developers towards the costs of providing community and social infrastructure. The money that is contributed can only be used for capital projects and has to be spent within five years.
For example: Following the recently agreed RA1 development by Bloor Homes, needs have been identified to improve and extend Modbury Association for Sports and Recreation (MARS) sports provision at the recreation ground .The meeting also had some discussion about the children’s play park and the need for it to be moved from behind the memorial hall, because the new development will reduce overall parking for people attending events in the hall. It was noted parents have expressed concern about road safety in the location of a new play park. ML stressed that it is important for those who are going to use the play park to be involved in consultations. As this is current it would not come under the auspices of the Neighbourhood Plan which is in the process of being developed. However lessons can be learnt for the future as Section 106 funding requires clear proof of need which could be identified in a Neighbourhood Plan

ACTION: ML agreed to forward the Section 106 funding training presentation as it will be useful for the group to have an understanding of this and how it might be utilised in the future for projects that are identified by the Neighbourhood Plan .

2. WEBSITE

- Many members of the group thanked and congratulated DT on the development of the Modbury Neighbourhood Plan website.
- AT stated that TW had e-mailed her and suggested that the website needed to make it clear the governance of the Modbury Neighbourhood Plan group and its relationship with the Parish Council.
- AT asked if those attending the meeting could look at the website and suggest any changes or additions.
- ML suggested links to South Hams District Council’s (SHDC) “Our Plan”.

- DT stated he would put this in and for the future would also add links to items in the news which had relevance to the development of a Neighbourhood Plan. If members of the group are aware of items of interest please send these to DT.
- AT spoke of the need to have more photos, not necessarily of attractive features of Modbury but relating to issues that people had raised at the consultations. All members of the group are invited to contribute photographs and hopefully other members of the community will do so once the website is launched.
- BWe described that the website had been slow to load.
- DT said this might be due to “image size” of the photos and that this could be adjusted. He also was looking into how to make a page where people could leave their comments.
- CR said she could provide DT with MNPG Logo heading without writing that he could then put on the website
- AT said that a website manager would need to be appointed. DT will manage the site for the present but longer term we would need to fund someone to do this.

ACTION: People to provide feedback about the website and it’s development to DT and AT, as well as any photos that could be incorporated. To also give thought to appointing a website manager.

3. TASK GROUPS

(For information, list of groups and members attached to minutes)

- AT asked if people were happy with the groups that they had assigned themselves to, as attached to minutes of the last meeting on 14th October 2015. (see above)
- BWh said he would wish to be also be included in Planning Group.
- AR asked how the groups were chosen
- AT said that they were topics that had been highlighted by the people who had attended consultations in Modbury and Brownston earlier in the year.
- ML asked if AT had had any contact from other people interested in joining task groups.
- AT admitted that unfortunately she had just missed the deadline for the last edition of “The Modbury Messenger “so a request for other people interested in being in the task groups had not gone in. This will go into the next edition.
- AT spoke of e-mailing the school possibly to get the input from one of the governors or the PTA. AT said she had also made some contact with the health centre practice manager.
- ML said he would forward to AT all the e-mail contacts that had been given by people who had attended the consultations in Modbury and Brownston.
- AT asked about Employment / Business Group.
- BG said she was going to attend The Breakfast Club for local Businesses tomorrow and would ask if anyone was interested in being part of employment/ business task group. BG asked who any interested person should contact.
- AT stated that they could contact her in the first instance.
- JS agreed that he would ask the Chamber of Commerce if there was anyone wanted to join the task group.
- AT described that the focus of the task groups was to look in more detail at the comments provided on “post its” by people attending the consultations and the issues they raised. This would inform the development of the questionnaire. This work would need to be done early in the New Year, with the aim of a questionnaire being compiled by April although this may need to be adjusted depending on the progress of the task groups.

- BG expressed that from her experience, the way questions were framed had to be done very carefully.
- AT clarified that work the tasks groups was not to develop the questionnaire but to interrogate the issues from the consultation, which would then frame the development of the questionnaire, which she agreed would need to be done in rigorous and transparent manner.
- ML suggested that each group should convene early next year.
- AT asked if one person from each group would agree to convene a meeting and let her know before Christmas so that DT could put them on the website calendar. The following people agreed to arrange to convene a meeting.
Environment AR, Planning ML, Road Safety BWh, Community Services AT, Business Employment JS, Communication RS.
- RS enquired about sports recreation and cultural issues. In discussion it was agreed that this probably would come under community services task group.
- AR asked about changing the name of a group as in the environment group this embraced both landscape and sustainable communities.

ACTION: Task Group “Conveners” to inform AT before Christmas of the date of their first meetings. Also the names of anyone approached and willing to join a task group. ML to forward list of e-mail addresses given by those who attended consultation events in Modbury and Brownston.

4. TREASURER’S REPORT

- PJ handed out a printed summary of the MNPG financial information for the period of 1st January 2015 to 2nd December 2015. (*attached to these minutes*)
- AT said she had filled in a detailed and long form to SHDC for funding for development of the NPG work until the end of the financial year. This can only be applied to tasks the group is currently working on and not carried over for future projected expenditure. Work on later stages of the plan would have to be applied for separately.
- PJ stated that the Parish Council needed to be aware that the Neighbourhood plan group currently only had £256.28
- PJ explained that there was now a system in place for Parish Council to pay expense claims from the money allocated to MPNG.
- ML informed the meeting that the Parish Council would be setting their budget for next year in the January 11th meeting.
- AT said there will be needs for funds in the future, for example for the analysis of the questionnaire. If SHDC funding not successful another bid can be made. She asked about other sources of funding
- BG said Gill Davies from SHDC had a list of potential sources of funding and was a good person to contact.
- AT Thanked PJ for his work as treasurer.

5. ANY OTHER BUSINESS.

- No other business was raised.

6. DATE AND TIME OF NEXT MEETING

WEDNESDAY 27th JANUARY 8.15pm at THE EXETER INN.

MODBURY NEIGHBOURHOOD PLAN GROUP

Task Groups:

1. Environment; Natural and Built

Andy Rathbone, Charlotte Rathbone, Daniel Turner, Ann Turner, Brian Weeks, Chris Barnes

2. Planning; Housing and Development

Mark Lawrence, Ann Turner, Burda Gage, Charlotte Rathbone, Jon Sullivan, Barry White

3. Road Safety and Transport

Barry White, Chris Barnes

4. Community Services and facilities

Alison Wood, Ann Turner

5. Business and Employment

Jon Sullivan

6. Communication

Roy Simms, Lynne Barnes

**MODBURY NEIGHBOURHOOD PLANNING GROUP
FINANCIAL INFORMATION
for the period 1st January 2015 to 2nd December 2015**

	£p	£p
INCOME - Grant from Modbury Parish Council For the period 1st January to 31st March 2015		200.00
EXPENDITURE 1st January to 31st March 2015 Postage (housing needs survey)	<u>(72.61)</u>	<u>(72.61)</u>
Balance b/fwd at 1st April 2015		£ 127.39
INCOME - Grant from Modbury Parish Council For the period 1st April 2015 to 31st March 2016		<u>330.00</u>
Total funds as at 1st April 2015		£ 457.39
EXPENDITURE 1st April 2015 to 2nd December 2015		
Printing (flyers)	(53.00)	
Refreshments at public consultations (White Hart & California Inn)	(62.00)	
NPG website reg & hosting fees	<u>(86.11)</u>	
		<u>(201.11)</u>
FUNDS AVAILABLE AS AT 2nd DECEMBER 2015		<u>£ 256.28</u>

NOTE :

Funds are held and accounted for by the Modbury Parish Council.
This schedule is for the information of the NPG only.

PMJ
2nd December 2015