



Meeting of the Braunton Neighbourhood Plan Steering Group held in the Committee Room at the Parish Hall, Chaloners Road, Braunton at 6.30pm on 30th August 2019.

Attendance:

David Relph	(DR)	Chair
Sue Prosper	(SP)	Secretary
Graham Bell	(GB)	
Adrian Bryant	(AB)	
Brian Gilbert	(BG)	
Marguerite Shapland	(MS)	

Public and press attendance – Mr Ray Shapland

Action Points are recorded in the Action Pad held in Google Docs. This approach will be resumed at the October meeting.

Minutes

1. Apologies for absence.
Cathie Hamilton (CH)
Ruth McDonough (RM) Funding Lead
2. Welcome
DR welcomed old and new members to the relaunch of the Neighbourhood Plan Steering Group, proposing that this and the next couple of planned meetings should be used to identify and agree what we needed to do to make this venture a success.
This proposed approach was seen as sensible by those present.
3. Election of Officers – Chair, Vice-Chair, Secretary
Held over till October meeting
4. Steering Group training provision
Following the Parish Council decision 30/08/19 the proposed funding of Devon Communities Together Workshops for Neighbourhood Planning for all members of the steering group has been withdrawn/cancelled due to cost and concern about environmental impact caused by travelling to venue.
MS advised that the Council are looking to establish Braunton as a training hub and the intention is to hold a shared session on development of Neighbourhood Plan with other Parish Councils so as to share the costs and cut down travel. The Parish Clerk (TL) will be contacting other Parish Councils and NDC's Elisabeth Dee about training provision.
ACTION POINT: SP to liaise with TL about training with goal of getting something in place before end of October 2019.

5. Funding

DR gave a brief overview in respect of funding sources available for work on Neighbourhood Plans. The monies available would not cover all the desired activities in respect of public consultations and mailing to all parish residents. Work done by the SG for the preliminary public consultation had been achieved by various SG members' creating/providing display content and handouts. Examples were also given of local councils ie Barnstaple and Heanton funding this activity. Braunton Parish Council has not been asked or has offered financial support, other than the use of Council meeting room on a monthly basis free of charge.

The budget originally drafted will need to be revised once new workplan is agreed.

6. Work to Relaunch Braunton's Neighbourhood Plan

The following actions and owners were agreed

- Training for Steering Group / SP
- Contact the Heanton Neighbourhood Plan Group /MS
- Four more members for Steering Group
 - Headmaster South Meads School/MS
 - Knowle Community Group/ BA
 - Countryside Centre/ BG
 - Regen Braunton/DR
- Publicize relaunch via EX33, social media channels / GB
- Parish Council – ensure standing item on Council agenda for monthly update/SP
- Prepare and share a summary of where we are for September meeting/DR
- Ensure all SG members have access to the NP Google drive and its files/DR
- Become familiar with the NPPF, ND&T Local Plan and in particular Chapter 10 Braunton and Wrafton/ ALL
- Share examples of adopted Neighbourhood Plans i.e Trull, St. Ives / ALL
- Timescale to complete – target set as end of current Parish Council 2023

7. A.O.B.

- DR reported the resignation from the Steering Group Mr Greg Ham. The meeting expressed their thanks to Greg for his contribution. DR to write formal thanks to Greg.
- SP raised e mail request from Elisabeth Dee asking all Councils current status of their Neighbourhood Plan activities. Response drafted by group and will be sent to TL for formal response to Elisabeth Dee.
- Following on from Elisabeth Dee's mail which also referred to Devon Landscape Characteristics, it was discussed whether a talk could be given by Council representative in respect of Climate Change/Biosphere

Date of next meetings: 20th September 2019 (TBC: 25th October 2019, 29th November 2019 and 13th December 2019.)

Sue Prosper
Secretary