

**Notes of the Neighbourhood Plan Meeting
held on 14th March 2012 at Bay Coffee Company on the Quay at 7pm**

PRESENT: Adam Billings (AB) (Churston resident) (in the chair), Cllr. Jackie Stockman (JS)(Torbay and Brixham), Pat Steward (PS) (Torbay Council), Tracy Brooks (TB) (Torbay Council), Cllr Mike Morey (Torbay and Brixham), Ruth Johnson-Bolt (Brixham resident and teacher), John Ingram (Brixham Resident and businessman), Jan Tribble, Kathy Talbot, Marilyn Everitt (ME), Paul Labistour, Roger Richards, Will Baker, John Winstanley, Cllr Ken Prichard (Torbay) Tamzin James (Devon & Cornwall Police), David Bird (Devon & Cornwall Police) and Ki Barnes (KB) (Brixham Town Clerk).

	Action
<p>1. Welcome: Adam Billings, Vice Chairman welcomed everyone to the meeting and. Apologies from Cllr Brian Harland (Brixham), Carole Box,</p>	
<p>2. Creating a Vision Statement: Suggested wordings were posted on the wall and elements from the suggestion were highlighted to be drafted into a statement for the next meeting. It was agreed the overall vision statement for the document should be vague to cover all areas with each area having its own individual paragraph for a local specific vision, such as retaining boundaries and not allowing development to spread and merge areas into others. The vision should show what makes the place special, what keeps it special and what would keep young people in the area.</p>	KB, AB
<p>3. Review progress to date: The business plan was reviewed and to progress the document landowner details were to be collected and brought together into one reference point. JS and ME have details and will confer to ensure all land areas are covered and then provide a list to KB for contact details. A skills audit was seen as the next step and a form was issued to all present to complete. Members were asked if they knew of anyone they think has skills which can aid the Forum please put their names down and if known it a contact tel no or e mail.</p>	JS, ME & KB All to submit to KB
<p>4. Next steps - Environment: It was agreed that the next meeting the group would split into three to cover the three sections of the environment not yet considered with a view to compiling the results to have at a public consultation in the Scala Hall.</p>	KB, TB & AS next meeting
<p>5. Finance: PS stated that he had transferred £5 into BTC account and sent the ref numbers to claim to KB. KB and PS to confer. It was agreed to formally request Brixham Town Council to create a Forum at the next Council meeting.</p>	KB & PS
<p>6. Any Other Business: (a) Core Strategy: PS advised that a draft was due by end of March and that the doc would be developed in parallel with the NPs. (b) Neighbourhood Plans regulations: PS advised that regulations for NPs had been produced and that the Forum would need to formally apply for NP status. A guidance document will be produced for the forum.</p>	KB to PS
<p>7. Date of Next Meeting: Wednesday 25.04.12 at 7pm at Bay Coffee Company, Brixham.</p>	