

**Notes of the Neighbourhood Plan Meeting  
held on 3<sup>rd</sup> July 2013 at the Lounge in Brixham Town hall at 7pm**

**PRESENT:** Cllr Jackie Stockman (Torbay and Brixham), Adam Billings (Churston resident), Cllr Mike Morey (Torbay and Brixham), James Stacey (Tetlow King), Sue Dawes, Simon Hichisson, Will Baker (Brixham resident), Steve Sherren (Galmpton resident), Ted Scaife, Ruth Bolton (Brixham resident), Tracy Brooks (Torbay Council Spatial Planning), and Ki Barnes (KB) (Brixham Town Clerk).

**1. Welcome:**

Adam Billing took the chair as Jackie Stockman was unwell.  
Discussion was held on the layout of the plan. Members were advised that the current draft on line also included the background information as previously requested.

**Action**

**2. Funding application, use of that funding and to consider a suitable person to write the plan professionally.**

Members were advised that there was a further amount of funding, £7,000, that could be applied for to assist in preparing the plan. Members agreed that the policies need to be robust and strong with a paragraph explaining each policy. It was agreed to bid for the funding to have the plan written and expected expenditure of the front runner money was discussed. An outline projected expenditure was agreed as annex 1 to these minutes. It was agreed that a small group of 6 members should be formed to undertake working with the person appointed to write the plan, no volunteers were received at the meeting and it was agreed to put this out on e mail for names. It was agreed that one member from each sub group should be included.

**3. Vision statement**

A draft vision statement was given, discussed and revised to '*The beautiful environment and heritage of the peninsula has attracted good well paid jobs to the area enabling families to live, shop and spend their leisure time locally*'. It was agreed that KB should re draft and circulate.

**KB**

**4. Local Plan and NP plan timetable**

A draft timetable was put forward that coincided with the LP timetable and it was agreed to take option 1 with the reduction in time taken for the production of the plan to be as annex 2 to these notes.

**5. Programme/ method of publicising the draft NP.**

Deferred to next agenda.

**6. Statement from the Chamber of Commerce regarding Wall Park**

A statement regarding the future of Wall Park Holiday Camp from the Brixham Chamber of Commerce was read out. It was noted that the Forum would accept any statements regarding the development.

**7. Any other business**

It was reported that more information was to be produced by the Economy group.

**8. Date of Next Meetings:**

Not a Wednesday so that Pat Steward could attend and give a presentation  
Suggested ¾ weeks time KB to circulate a suggested date.

**KB**

## Annex 1

**Brixham Neighbourhood Plan****Breakdown of Costs****Costs**

Engagement Costs (Hire of halls, publicity, questionnaire/ feedback forms)	£1,500.00
Web page and production of maps and supporting materials	£1,500.00
Feedback from questionnaire with free post reply paid	£2,700.00
Awareness campaign	£2,000.00
Advertising costs	£1,500.00
Printing and distribution costs	£4,750.00
Public consultation on final draft version of the plan	£6,500.00
<b>Total</b>	<b>£20,450.00</b>

## Annex 2

**Possible Local Plan and Neighbourhood Plan Timetable**

based on information available up to June 2013

<b>Year</b>	<b>Month</b>	<b>Local Plan</b>	<b>NP option 1</b>		
2013	May	Preparation of submission version of LP	Preparation of draft version of the plan		
	June				
	July				
	Aug	Pre submission consultation			
	Sept				
	Oct	Submission to SoS		Pre submission consultation	
	Nov	Examination		Amend plan and prepare for submission to LA	
	Dec				
2014	Jan		Adopt the plan		Publication of plan by LA
	Feb				
	Mar				
	April				
	May				
	June				
	July	LA arrange examination			
	Aug	Examination			
	Sept	Recieve report, amend NP & notice of ref			
	Oct	Referendum & adopt			
	Nov				
	Dec				