

Sturminster Marshall Neighbourhood Plan

7.30pm Tuesday 14th May, 2019
Memorial Hall, Sturminster Marshall

Steering Group Minutes

Present: Mr J Quick, Mr R Daniels, Cllr J Jackson, Cllr H Palmer, Cllr S Cade, Mr S Morris, Cllr S Gerry, Mrs A Clothier (Clerk), Ms J Witherden

1. Apologies

1.1 Apologies were received from Cllr M Steel, Cllr H Fookes and Ms J Scotton.

2. Declaration of Interests

2.1 Completed forms are needed from Cllr Jackson, Cllr Palmer, Mr Morris, Cllr Gerry, Cllr Steel, Cllr Fookes and Ms Scotton.

Action 1: Steering Group members to complete declaration of interest forms.

3. Minutes of previous meeting

3.1 The minutes of the previous meeting on 8th April 2019 were circulated prior to the meeting. These were agreed.

4. Report on progress of Neighbourhood Plan designation application

4.1 The Chair outlined that Dorset Council had accepted the Neighbourhood Plan designation application and this has been published on the website and the noticeboards.

5. Website/Social Media

5.1 Cllr Gerry confirmed that he would be able to set up a Facebook page for the Neighbourhood Plan. There was a discussion about what limitations should be placed on the Facebook group but it was concluded that everyone should be able to comment on posts. The page will be administered by at least two members of the Steering Group. The text for the Facebook page can be taken from the website and the page will be called 'Sturminster Marshall Neighbourhood Plan'. The page will be advertised in the Bridge and on the Memorial Hall Facebook page.

Action 2: Cllr Gerry to draft Facebook page for Sturminster Marshall Neighbourhood Plan for approval over email.

6. Talk from Joanne Witherden 'Neighbourhood Planning Champion'

6.1 A presentation was given by Ms Witherden on Neighbourhood Plans – See Appendix 1. The following points were raised in questions after the presentation:

- **Development** – the Neighbourhood Plan can influence location of development and housing mix
- **Timing** – a developer can put in an application whilst the Neighbourhood Plan is being prepared and in the early stages of the Plan it will not hold any weight.
- **Green Belt** – removal of the Green Belt is a strategic decision that needs to be made in the Local Plan however the Steering Group could ask Dorset Council to leave the decision on where this happens to the Neighbourhood Plan – this has happened in Wareham. The other alternative is to not discuss sites in this version of the plan and leave that to a review.
- **Engagement** – The most value in consultation events is engaging with the community. Consultation should have a list of ideas and a structure. What can we expect to ask for? A new preschool could be funded through the Community Infrastructure Levy but would need significant levels of development. Traffic calming is difficult to deliver and fund. Traffic management is more manageable – particularly through site selection. Parking policies have been achieved in other Neighbourhood Plans. These would need to be acceptable to the Highways Authority.
- **Parish Plan** – this is useful background evidence but would not hold any weight.
- **Local Plan timeline** – Local Authority will publish a Local Development Scheme in early summer.

7. Next Steps

Grant Application

7.1 It was established that it is important for the group to understand when and how to make the funding application. There was a consensus that a planning professional would need to be involved in the process as soon as possible.

Action 3: Clerk investigate the funding process and tendering for professional assistance. Ask other Clerks whether tender documents for engaging services are available.

Action 4: Mr Morris to speak to his contact in the Milborne St Andrew Neighbourhood Plan Group to establish how they started the process.

Action 5: Cllr Jackson to complete funding application forms once the process has been established.

Environmental Assessment

7.2 An understanding of the EA process is crucial to the plan so it was concluded that members of the group should meet with the EIA officer from Dorset Council for advice.

Action 6: Mr Quick and Mr Daniels to arrange a meeting with Mr Rendle regarding the Environmental Assessment.

- 7.3 In addition a meeting is needed with the Local Plan Team Leader at Dorset Council to establish the Local Plan timetable and how much support the Council can offer.

Action 7: Clerk to arrange meeting with Mr Sneller regarding support and Local Plan.

- 7.4 It was decided that a consultation exercise at the Church Fete in June was not be practical as it is too early in the process.

Date of next meeting: TBA week beginning 17th June.