

Wells next the Sea Neighbourhood Planning Working Party Meeting

Minutes of February 9th 2021 (Zoom Meeting)

Inception Meeting with Rachel Leggett, Andrea Long, Emma Harrison

Present

Roger Arguile (Chair)

Cheryl Curtis, Peter Rainsford, David Fennell, John Edwards, Greg Hewitt, Lindsay Dew

1. Minutes of previous meeting

taken as read. There were no matters arising.

2. Consultancy Team Introductions

RL –responsible for evidence base development

AL –responsible for policy development

EH – responsible for data profile, collection of facts and figures to inform policy development. To request all data currently available.

WNPG members – the eyes and ears of the community, to steer the project.

RL assoc will keep WNPG on track, do some of the hard work and advise.

RL requested that everyone present introduce themselves with a brief description of their particular interest within the Group.

3. Project practicalities

RL requested any relevant information from the working party to be sent to her by email, by the beginning of March. It is hoped to finalise the information by the end of March. It will be the responsibility of RL to keep the project on track, time and budget. It was noted that two members of the working party do not have access to Zoom meetings at present.: Jackie Gray and Jimmy Tottle.

RL listed the topics to be covered:

- Meetings, agenda and minutes
- Positions- Chair, Vice Chair, Secretary,
JE was invited to be Vice Chair. JE to consider this.

Chair :RA

Treasurer: Town Clerk is in charge of finances. He will join the meetings as and when required.

Secretary: **The group urgently needs to find a secretary.** RC only temporarily recording minutes

- Terms of reference (RL has checked these and they are adequate)
- Declaration of interest form (Completed via RL- **on Google drive for all to look at**)
- Skills audit (Completed via RL – **on Google drive for all to look at**)
- Funding (**Re-apply to LOCALITY April 21**) **Locality will allocate more funds for Design and Guidance work, via ACON**
- Role of the Town Clerk (GH to attend meetings when applicable)
- Updates to the Town Council (Updates to the Town Council should be part of the TC standing agenda “ Work achieved” and “ Work to be done”) Agendas and minutes to be made public. GH to place on website.

ORGANISATION :

- Timesheets and invoicing – RK AL and EH to complete own timesheets and invoice separately
- Working days and times – variable during lockdown to juggle commitments

- Emails- RL AL and EH to use 'wells gmail' address. Emails is best way to communicate between RL assoc. and WNPG.
- Saving files – via Google Drive, also on RL hard drive. RL hard drive to be deleted at end of project, when plan complete (RL to send link to google drive)
- Articles and guidance – RL to keep WNPG updated, lots of changes at present linked with the government white paper
Relationship with NNDC - It was noted that Marie Strong is local representative for NNDC
Graham Connolly (NNDC) works with HfW effectively and is a constructive and active helper.
Ian Withington is the point of contact at NNDC
- Parish Online (mapping software). GH to pay for monthly membership of Parish Online at £32/m. .. from TC funds. All WNPG members to have access to this useful resource and the maps are adequately licenced to use and share
- Communication – image/logo – use Town Sign at end Mill Road. (RA to send photo for RL to prepare a logo)

RL went on to explain the timetable:

Developing evidence base during next 2 months to include 'Place Check' online mapping
Character appraisal

Draft policy from emerging ideas

Drafting the Neighbourhood Plan

January/February 2022 submitting Plan. By summer 2022 should have the plan approved.

Examples of other plans were shown to the meeting.

RL to organise a 'drop in' event after lockdown.

RA to arrange communication with the Quay Magazine (QR code)

EH to work on data profile- support emerging policies.

RL will cover Housing and the built environment, Type and tenure of housing, Integration of new housing, environment and landscape, Community services, Business and employment and Transport and access.

RL displayed the Process diagram leading to submission to LPA, independent examination and modifications, referendum, bring plan into force.

NOTE:

WNPG is not a decision making body but the TC members, as time moves on, can enable it to comment with pertinent argument based on their work and particularly the evidence base / emerging policies.

4. Task. Drafting a set of Aims for Wells next the Sea

RL presented slides indicating the Vision leading to Growth/Renewal/Protection working on objectives into policies.

AL was responsible for analysing site allocations and will invite information from the Group.

- WNPG does not have to allocate more land for development as initially advised by NNDC.
Principle Residence Policy. It is important this is retained within the Local Plan. Wells is unique in the challenges it faces; principle residence policy could be akin to North York Moors.
- Affordable housing remains high on the agenda.

It was noted that the Mill Road triangle was recommended by the Group as a preferred site. The Market Lane strip is agreed. Egmore is the industrial area being developed – after a history of failure

to develop Maryland in Wells. The predicted sea level rise means roll back needs to be considered and escape routes for housing. NNDC has not adopted a Community Infrastructure Levy (CIL) but will have section 106 funds.

RL headlined the remit as follows:

Type and tenure of housing:

Integration of new housing: Call for sites – optional (AL to request IW for date of next draft Local Plan)

Environment and landscape – local green space, approaches to the town, creation of open spaces

Community – pre school and school provision, primary health care, broadband connection etc

Services

Business and employment – consider increased level of home working, change of use, employment allocation

Transport and access – footpaths, residential parking, traffic calming, movement of heavy goods traffic, bridleways, the walkable neighbourhood. What is the extent to which WNPG can look towards highways improvement – e.g. a bypass would be beyond the remit of WNPG but junction improvement, how to deliver it etc is. Expect to interact with highways.

Aims to be revisited in one month

Meeting closed Noon.

Date of next meeting

18 February

2021