

Minutes of the Meeting of the Aylesbeare Neighbourhood Planning Steering Group held on Thursday 11th December in Aylesbeare Village Hall at 7.30pm

Present: John & Ruth Airdrie; Paul Brinton; Ken & Val Chun; Steve Greenslade and David Timms.

Apologies: None.

Declarations of interest: It was considered unnecessary to have this as an agenda item, unless a new member joined the group, or an existing member's circumstances changed.

In attendance: Martin Parkes and Tim Spurway.

The Minutes of the last meeting were approved by Ken Chun and seconded by Ruth Airdrie and approved by the other members of the committee.

Group Chairperson: David Timms gave an update of events that had occurred since the last meeting. Mark Thomson, who attended our last meeting, has resigned from the group. Two consultants, Paul Weston and Martin Parkes were interviewed by David and Ken. Paul Weston was very busy, but Martin Parkes had more availability and as the funding needs to be spent by the end of March 2015, Martin was appointed.

David welcomed Martin Parkes to the meeting and also Tim Spurway from East Devon District Council, who has been appointed by EDDC to help Parish Councils prepare their Neighbourhood Plans.

David attended a meeting of Rockbeare's Neighbourhood Planning Steering Group, which is a little behind the stage that Aylesbeare has reached and also a meeting of the Bishop's Clyst Group, who are a little ahead of us.

David also pointed out that anyone appointed as a Task Leader could and should have helpers.

Update Position with Landowners: Paul is still trying to arrange a meeting with George Cann, which both he and Ken will attend.

Martin Parkes. Martin introduced himself to the group. He works for Devon Communities Together, which is a charity based in Exeter. He works to support rural communities in Devon and is a specialist in Neighbourhood Planning. He

stressed that the day-to-day work involved in preparing the plan should involve engagement with the community. It is essential that people feel involved and the plan has to reflect the views of the parishioners. Funding is available to the end of March 2015 and there may be further funding after that.

Terms of Reference: David has drawn up the terms of reference for the group which will be sent to members by e-mail. The group will be hosted by the Parish Council.

Timescale: Martin suggested that the average timescale for Neighbourhood Plans was 15 years, so it was agreed that we would look at the period up to 2031.

Jobs:

Martin had produced a flow chart listing the tasks that needed to be undertaken by the group and the following list was agreed to:

Parish Plan	Val Chun
Design Statement	Val Chun
EDDC Data	John & Ruth Airdrie
Contact local landowners/stakeholders	Paul Brinton & Ken Chun
East Devon AONB	John Ayres (via D. Timms)
Devon County Council	John & Ruth Airdrie
RSPB -Aylesbeare Common	John Ayres (via D. Timms)
Landowner Meetings	Paul Brinton & Ken Chun
Contact Local Organisations	David Timms
Contact Local Businesses	Paul Brinton
Review recent planning history	Ken Chun
Develop communication & engagement strategy - Phase 1	Martin Parkes
Article in Topics	David Timms
Neighbourhood Plan Facebook page	Steve Greenslade

Neighbourhood Plan website/blog David Timms

Review evidence - identify themes Martin Parkes

Martin suggested that we should plan a community event for March/April 2015 in order that the parishioners could be kept informed and involved in the progress being made with the Neighbourhood Plan.

Martin briefly outlined further steps to be taken in the preparation of the Neighbourhood Plan but these are subjects to be discussed at future meetings.

Budget We have £2,000 coming from EDDC which should be available before Christmas.

Martin has submitted a quotation for the cost of the work he will do for us.

David has to apply on line for the grant from Locality. Steve will work with him to estimate the amount of grant that will be needed which should include, in addition to consultants' fees, items such as Village Hall Rent, White Boards etc.

Tim Spurway EDDC Tim told us that that there are 25 parishes in East Devon preparing Neighbourhood Plans. He will attend a future meeting to explain what support he can offer us.

Next Meeting: Thursday 12th February 2015 at 7.30pm in the Village Hall

The meeting closed at 9.30pm.