Milton Abbot, Chillaton and Kelly Neighbourhood Planning Team

Bradstone|Chillaton|Dunterton|Kelly|Meadwell|MiltonAbbot|Quither

MACK PLAN

Notes of a meeting held on 23rd September 2015

Present

Howard Asbridge [Chair]	Warin Kelly
Chris Beighton	Magnus Pahlsson
David Gynn	Geoff Rickard
Peter Hough	Carolyn Stewart

Rebecca Black [WDBC] and Stuart Todd [Stuart Todd Associates] also attended

Apologies for absence: Jamie Rutherford, Gary Vanstone.

Notes of previous meeting

The notes of the meeting held on 29th April 2015 were approved.

Progress review

We noted the review of progress to date, as set out on the agenda, together with the key elements of work yet to be addressed.

Evidence base

Stuart Todd presented a summary of the likely scope of the evidence needed to underpin the policies, aims and objectives that would form MACKPlan. It was acknowledged that many NDP teams had found this aspect of plan preparation somewhat daunting. However, it was only necessary to compile evidence that was proportionate to its relevance to the particular elements within MACKPlan.

In the initial discussion that followed, it was accepted that there was an iterative process involved, in that the first step would be to collect a 'reference library' of relevant documents. Extracts from those documents would used to support emerging components of the plan. As MACKPlan developed, so would the scope and focus of the supporting data.

Stuart emphasised that where possible, using external material directly (copying and pasting, or referring to annexes) was preferred to paraphrasing of policies or statements taken from source documents, as there was always the potential for misinterpretation which could then lead to difficulties at the external examination stage.

A major influence on MACKPlan would be the need to be in conformity with borough-wide plans, which were currently under review, as WDBC's Our Plan had yet to be adopted. Despite that, **it was agreed** that it would be appropriate to have regard to Our Plan as well as existing policies.

Having gone through the Stuart's summary of the key requirements for information and the likely sources of data, the team considered what practical steps should now be taken to get this process under way.

It was agreed that Howard would circulate a list of the main policy areas in Our Plan and that team members would then select, on a first come first served basis, areas of particular interest to them and provide relevant extracts and summaries that could be placed on the forum, as the initial element of the MACKPlan evidence base.

It was agreed that purchasing access to the Guidance Note and Template for collecting and analysing the written evidence base, produced by Stuart, would be the most effective means of obtaining his input at this stage of the plan process.

Increasing public awareness and engagement

It was agreed that whilst we had engaged with the public to a limited extent via the Chillaton Tractor Fair, this had not had a wide reach and that with Christmas fast approaching; there would be other opportunities to engage with the public, should we be in a position to exploit them. Doing this would help to ensure that the initial consultation on the questionnaire is as wide as is practical and give more people the opportunity to become involved. This will not remove the need for further events at a later stage when consideration is being given on specific plan outcomes (such as the MA housing target), when determined by WDBC. Team members would be able to put themselves forward for this role at the same time as they identified areas of Our Plan for which they wished to take responsibility for gathering evidence.

Timescale

Rebecca compared MACKPlan's progress with that of other NDPs in the WDBC area and was satisfied that we were broadly on track. **It was agreed** that although trying to comply with a set of deadlines already established for the whole of the process was not particularly helpful, it was necessary to i) ensure that no necessary element of work was overlooked and ii) establish targets for the completion of agreed tasks.