

WHPC Neighbourhood Plan Working Group (NPWG)

APPROVED Minutes of the Meeting: Friday 10th January 2025, 10.00am

Present: Alison Carr, Margaret Hall (MH), Vivien Shrubsall, Michael Wood, Cllr Ann Cooper, Anne Oliver (WHPC Clerk)

1. To appoint Chair & Secretary

MH was appointed Chair. AO (Parish Clerk) was appointed Secretary to the working group. It was agreed that the Clerk would not have voting rights but could participate in discussion.

2. To confirm Terms of Reference

The Terms of Reference were accepted by the working group.

3. To consider membership of the working group.

As stated in the Terms of Reference, membership of the working group will be open to the public indefinitely, by application, up to a maximum of 10 members.

It was noted that many more members of the community would be engaged through consultation and communication during the project.

4. To confirm funding available

Locality, a Government funded body, provides grant funding (up to £10,000) for groups undertaking a Neighbourhood Plan (NP). Grant funding is available by application and is subject to criteria. Further funding for technical support may also be available.

WHPC holds an earmarked reserve of £10,000 for the development of a Neighbourhood Plan for West Hill.

5. To provide background to project - how did we get to where we are now

The group received an overview of:

- the development of the current NP for the "Parishes of Ottery St Mary and West Hill".
- discussions with Ottery St Mary TC
- WHPC's resolution to develop a separate NP for West Hill in recognition of the character and issues specific to West Hill

The first step in the NP process, to define a Designated Neighbourhood Area has been completed and approved by EDDC.

6. Next steps: To discuss broad outline of the path ahead

A number of concerns were raised about the role of the "Neighbourhood Plan" given the current uncertainties related to recent Government announcements (NPPF changes, Devolution/Unitary Authorities).

It was agreed to seek the advice of a planning consultant to help shape the project and define a work programme.

Action: AO to contact Paul Weston.

7. To agree date of next meeting and frequency of meetings.

It was agreed to meet on a monthly basis. Next meeting Friday 31st January 2025.