

**MINUTES OF AN INTERIM MEETING OF THE
PAIGNTON NEIGHBOURHOOD FORUM**

6.30pm Thu 10 Nov 11 @ Paignton Library

In Attendance:

From Blatchcombe CP: Alan Hill, Phill Jempson, Mike Parkes,

From Clifton with Maidenway CP: Cllr Ian Doggett,

From Goodrington with Roseland & Hookhills CP: Dean Auton, Cllr Jane Barnby, Christine Carter, Cllr Ken Pritchard,

From Paignton CP: Cllr Stephen Brooksbank, Cllr Bobbie Davies, David Watts

From Preston CP: Cllr Christine Scouler, Graham Scouler,

From Torbay Council Community Partnerships: Tracey Cabache, Dean Titchener.

From Torbay Council Spatial Planning Dept: Tracey Brooks, Pat Steward.

Apologies:

Gesche Buecker (Preston CP), Cllr David Butt (Preston CP), Louise Gilson (Paignton Town CP), Cllr Chris Lewis (Preston CP), Cllr Ruth Pentney (Clifton with Maidenway CP), (Cllr Alan Tyerman (Goodrington with Roseland & Hookhills CP).

AGENDA ITEM -1. APOLOGIES RECEIVED & WELCOME

1. The Chairman, David Watts, welcomed those attending and introduced Dean Auton (Chairperson of Goodrington with Roselands & Hookhills CP) as the deputy Chairman of Paignton Neighbourhood Forum. Apologies received were as listed above.

AGENDA ITEM – 2. MINUTES OF THE LAST MEETING AND MATTERS ARISING

2. The minutes of the last meeting held on 13 Oct 11 were approved.

3. Government 'Forum Funding' (up to £20k): The Chairman and PS thanked TB for drafting the letter of application. This had been signed off and posted on time. PS was hopeful for some information on its progress before Christmas.

AGENDA ITEM – 3. TERMS OF REFERENCE

4. The Chairman had previously emailed draft Terms of Reference and, additionally, referred members to tabled copies. They were approved as an interim working arrangement and it was agreed that they could form the basis of a Forum Constitution. There was discussion on the need for a 'Steering Group' and the requirement to include further details in the Constitution.

5. With regard to para 2.4 (Forum Contact details) and matters relating to a data protection confidentiality clause, TC offered to email details direct to David Watts.

ACTION: TRACEY CABACHE

6. 5. There was discussion on proposed voting rights on page 2 of the draft (n.b. 'Membership and Voting Rights' to be changed to 'para 3). It was felt that a Steering Group should examine and

develop this point further. It was suggested that the Forum should have both public and working group ('Core Members') meetings and PS suggested that details could be discussed at a future meeting of the Forum Group.

7. Until such time as the Localism Bill received its Royal Assent, the prefix 'Interim' should be used in the title for related meetings.

8. There was discussion on the need for publicity and it was generally agreed that there was an urgent need for some form of workshop to discuss how to develop this.

ACTION: DAVID WATTS

AGENDA ITEM – 4. APPOINTMENT OF FORUM SECRETARY

9. The Chairman proposed that Mike Parkes become the Forum Secretary. There were no other nominations and MP's name was accepted.

AGENDA ITEM – 5. APPOINTMENT OF FORUM TREASURER

10. As there were no nominations from the meeting for Forum Treasurer, the Chairman thought that Gesche Buecker might be interested and he undertook to approach her on this matter before the next meeting.

ACTION: DAVID WATTS

AGENDA ITEM – 6. PROPOSED NEIGHBOURHOOD PLAN: OUTLINE PROJECT PLAN

11. The Chairman emphasised the importance of keeping the Plan simple and of it being read in conjunction with the previously circulated document by PS on 'Neighbourhood Planning Front Runners – Key Pointers'.

12. PS outlined some of the points made at a recent PAS Meeting in Bristol that he had attended. An important point was for groups to understand their strengths and how to make things happen. A 'Preferred Plan' might possibly result from early engagement and a group SWOT analysis.

13. Concern was expressed regarding engagement and participation. For example, it was considered that the Dawlish Plan had engaged insufficient people to be truly representative. Additionally, DA and TC felt that the proposed Paignton Neighbourhood Plan would need to take into account the plans of Brixham and Torquay. DW explained about devising a matrix to record 'the big issues'.

14. It was suggested that South Devon College should be involved early on, not just to engage students but to see if SDC would be able to guide in matters of marketing etc. The early involvement of young people would be important to the group.

15. All members agreed that the Outline Plan should be adopted as a working document.

AGENDA ITEM – 7. LOCALISM BILL

16. The Bill had now passed its 3rd Parliamentary Reading and the Chairman reminded members of the importance of being ready for when it received the Royal Assent and emphasised the

importance of having the Forum's Constitution ready. An important element of future meetings would be to ensure a minimum of 21 members. The engagement of all community groups was regarded as important.

17. TC suggested that the next meeting should consider the membership of the Paignton Forum. Agreeing with this, the Chairman added that the group should also consider the types of skills that would be required. As one example, he suggested that a 'Reader' might be needed to keep the Forum abreast of the wide ranging documents that would need to be consulted.

AGENDA ITEM – 8. DATE OF THE NEXT MEETING

18. Although December was a busy month for many it was hoped that a meeting could be convened for sometime in the middle of the month. The Chairman would confirm a date after consultation with TC.

ACTION: DAVID WATTS

19. The meeting concluded at 7.50pm.

AFTERNOTE:

11. The Localism Bill received Royal Assent and became law on 15 Nov 11.