

**Northam Town Council – Minutes of the Northam Neighbourhood Plan Advisory Group Meeting held by Zoom on Thursday 16<sup>th</sup> June 2022**

**Present:** Cllrs Hames (Chairman), Mrs Hodson, Laws and Sargent.  
Non-Councillor Members: Mrs E Bartleman and Mrs J Smart.

**In attendance:** Cllr C Leather – non-group member.  
Mr G Langton – Deputy Town Clerk.  
One member of the public.

**2206/119 Election of the Chairman of the Neighbourhood Plan Advisory Group.**  
It was proposed by Cllr Laws and seconded by Mrs J Smart, that Cllr Hames be elected as Chairman, all were in favour and it was so resolved.

**2206/120 Election of the Vice Chairman of the Neighbourhood Plan Advisory Group.**  
It was proposed by Cllr Laws and seconded by Cllr Hames that Cllr Sargent be elected as Vice Chairman, all were in favour and it was so resolved.

**2206/121 Apologies**  
Apologies were received from Cllr Woodhouse and Mr G Allen.

**2206/122 Chairman's announcements**  
The Chairman made no announcements.

**2206/123 Declarations of interest:**  
*Members were reminded that all interests should be declared prior to the item being discussed.*

**2206/124 To agree the agenda as published**  
It was **resolved** to agree the agenda as published.  
Proposed: Cllr Laws, Seconded Cllr Sargent (all in favour)

**2206/125 To confirm and sign the minutes of the meeting held 26<sup>th</sup> April 2022**  
It was **resolved** to confirm the minutes of the meeting held 26<sup>th</sup> April 2022, deleting the repeated phrase at minute 2204/1326.  
They would be signed at a later date.  
Proposed: Cllr Laws, Seconded: Cllr Sargent (all in favour).

**2206/126 Public Participation**  
*It was announced that members of the public were permitted to make representations, answer questions and give evidence in respect of any item of business included in the agenda. Each member of the public would be entitled to speak once only in respect of business itemised on the agenda and should not speak for more than 4 minutes. The period of time which is designated for public participation in accordance with standing orders shall not exceed 20 minutes.*

The member of the public addressed the Group regarding the feedback received from officers at Torridge District Council and the submitted amendments to policy EN2 – PREVENTION OF COALESCENCE. He went on to draft a summary of the consultation exercises undertaken thus far and a draft Community Engagement document for consideration by the Group.

The Chairman thanked him for and accepted his offer.

**2206/127 To consider the action points.**  
The action points were noted.

**2206/128 To consider feedback from Torridge District Council Officers.**  
 The Group discussed the approach to a detailed review of the feedback.  
 It was **resolved** to delegate the review to the established working group of Cllrs Hames, Sargent and Hodson, supported by the Deputy Town Clerk, to report its progress to the next meeting of this Group.  
 Proposed: Cllr Hames, Seconded: Cllr Smart (all in favour).  
**Action point: Deputy Town Clerk to arrange the working group meeting.**

**2206/129 To consider the submissions from a member of the public regarding the wording of paragraph 6.12 of policy EN2 - prevention of coalescence.**  
 The Group discussed the approach to the incorporation of the suggested amendments.  
 It was **resolved** to delegate the review of the suggested wording to the established working group of Cllrs Hames, Sargent and Hodson, supported by the Deputy Town Clerk, to report its progress to the next meeting of this Group.  
 Proposed: Cllr Hames, Seconded: J Smart (all in favour).

**2206/130 To consider the draft Community Profile.**  
 The Group discussed the approach to reviewing the draft.  
 Cllr Mrs Hodson noted that there were some factual errors, specifically regarding the number of schools within in the parish, recording three rather than two as in the draft.  
 J Smart noted that data on the numbers of holiday lets/second homes would be helpful both in this section and to evidence policies within the Neighbourhood Plan.  
**Action point: Deputy Town Clerk to contact the relevant Officer at Torridge District Council.**  
 It was **resolved** to delegate the review to the established working group of Cllrs Hames, Sargent and Hodson, supported by the Deputy Town Clerk, to report its progress to the next meeting of this Group.  
 Proposed: Cllr Mrs Hodson, Seconded: Cllr Laws (all in favour).

**2206/131 To receive feedback as shared with members of the Group on the Sharepoint site.**  
 The feedback was received. It was considered that a further consultation would be needed to ensure the views of the community were as current as possible.  
 The approach for this would be considered in detail at a future meeting.

There being no further business the meeting closed at 7.30pm

Signed .....

Dated.....