

OMQ Future - Meeting Minutes

Date	11/07/13	Written By	Peter Badger
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Present

Name
Paul Bradburn (Chairman) (PB)
Peter Badger (Forum Member) (PBa)
Leighton De Burca (Forum member)(LdB)
Dom Murphy (Forum Member) (MW)
Amanda Kear
Lea Minton

Name
Margaret Hickman (Forum Member) (MH)
Clare Wilkes (Forum Member)(NPN) (CW)
Mariateresa Bucciante (Forum Member)
Eva Stuetzenberger (Forum Member)(Destination Bristol)
Willie Harbinson (Forum member) (Esha Architects)
Vas Anwar (Forum member)

Item	Minute	Action
1	PB provided an update on the progress of preparing the Neighbourhood Plan so far. Hard copies of the draft plan were distributed to the room. PB explained that wish cards had been collected, and from this a questionnaire had been constructed with 25 questions. Approximately 500 questionnaires were distributed and over 100 returned; a good return rate. The current draft plan was put together based on these consultation responses and is ready for comments from the Neighbourhood Plan forum. It was proposed now that public consultation on the plan would take place over the summer, ready to resume plan work around September 2013, when the plan would be revised and adjusting the plan as necessary. Clare Wilkes emphasised that there must be 6 weeks statutory public consultation.	
2	PB emphasised the importance of ensuring people could see a plan in a hard copy form. CW noted that the final plan needed to be accessible to all. Perhaps with a simple introduction at the start, with more detail for those who want it later in the document. ES emphasised the importance of obtaining feedback from as many people as possible, positive or negative, and in whatever form.	
3	PB and others advised all attendees that the plan was just a draft, i.e. any or all of the plan can change at the moment. It was also emphasised that many invitations had been issued to forum members to contribute to the plan.	
4	CW advised that the Council had had a lot of input and had helped drafting policies. CW also commented that there was a need for graphics in the draft plan.	
5	MH advised that she thought that an accessible executive summary was key.	
6	PB stated that leaflets might be needed to make people aware that the draft plan exists and comments are invited.	
7	MT asked if conservation policies could be strong within the plan, to prevent unauthorised/inappropriate development, and also requested that policies needed to be easy to understand.	
8	PB advised that policies needed to be robust to enable City Council Planning Officers to use them effectively, but explanations accompanying policies could be a bit easier to read.	

9	PB took the forum through the structure of the plan in some more detail. PB also mentioned the involvement of Tom Perry in helping to draft the plan. PB emphasised the plan must be pro development to encourage the right type of development to improve the area. PB advised that the plan borrows from the structure of the plan prepared for Exeter St James, which included specific projects.	
10	MT asked if the consultation period proposed was too short? There was a debate and it was generally agreed that there needed to be a form of informal consultation before the formal statutory public consultation. After much discussion, it was agreed that the current draft would be reviewed by forum members, who would be encouraged to seek additional informal comments from others. The plan would then be amended, prior to formal public consultation. LDB advised that public consultation might be best timed to avoid the Residents Parking Scheme (RPS) consultation, which was currently planned to start in Autumn (October at the moment), and last for 6 months.	
11	MT suggested that the draft plan was stamped with 'draft'. Unanimously agreed. There was a need to acquire the Word copy of the document. LDB advised that there were certain rules regarding font sizes, etc.	
12	PB advised that we had about 2 days left of Tom Perry's time and it needed to be used carefully. DM advised that it might be good to hold a visible public outdoor event.	
13	LDB advised to send document to Council equalities department for review. MH offered to coordinate a meeting with the Somali community and to assist with translation.	
14	It was agreed to allow one month from the date of the meeting for forum members to review the plan and provide comments.	
15	A detailed discussion was had regarding the blue map and which areas were shown as distinct communities, in particular regarding the possible combination of the 'Newtown' and 'Waterloo' areas. Consensus was reached for no change at the moment.	
16	LDB asked when a space might be needed for displaying public consultation materials. September was advised. LDB also advised that publicity on radio stations could be arranged when necessary.	