**MILTON NEIGHBOURHOOD PLANNING FORUM**

**MANAGEMENT COMMITTEE MEETING**

**3 MARCH 2015**

**MINUTES**

**Present** Rod Bailey (Chair)

Pat Aird

Sue Castillon

Ian Clark

Peter Higgins

David Jordan (Secretary)

Tracy Knott

Pam Matthews

Paddy O’Hara

Paul Pritchard

Cllr Darren Sanders

Linsay Smith

Cllr Lynne Stagg

Allison Udy

**Apologies** Cllr Steve Hastings

Cllr Will Purvis

**1. Constitution and Membership**

a. Members of the Committee who had been unable to attend the previous meeting introduced themselves, giving a brief statement of their background and interest in the forum, as follows:

* Pat Aird – resident of Milton, recently retired from a career as a council officer in Planning departments in Portsmouth, Gosport and the South Downs National Park;
* Sue Castillon – Prospective Parliamentary Candidate (PPC) in Portsmouth South;
* Tracy Knott – resident of Milton, school teacher;
* Paddy O’Hara – resident of Milton – archaeologist with English Heritage and previously part of the successful campaign to save Milton Village Green;
* Linsay Smith – resident of Milton, school teacher;
* Allison Udy – employed in Milton as the manager of Milton Village Hall and Milton Village Community Association.

b. Because the Committee had not yet formally adopted a constitution, members unanimously **agreed** that the meeting was quorate with 14 of its 16 members present.

c. The committee noted that Tori Stevens had resigned from the Committee because she did not feel she would have sufficient time to become fully involved in its work. She did, however, wish to remain a member of the Forum.

**2. Minutes of the Previous Meeting**

The minutes of the previous meeting were unanimously agreed to be a true and accurate record of the meeting with the following amendments:

* Correction to the spelling of Ian Clark;
* Lynne Stagg is a councillor for Baffins Ward, not Milton Ward.

**3. Matters Arising from the Minutes of the Previous Meeting**

Minute 4: Kevin Doyle had considered the invitation to stand as Treasurer to the Planning Forum but had decided that his work commitments would not allow him sufficient time to adequately discharge the duties of the post. The election of a Treasurer was deferred to the next meeting. **Action: Clerk to add to agenda.**

Minute 5: (The Secretary agreed to discuss the Eastney Road boundary with the Chair of the Eastney Neighbourhood Forum and report back to the next meeting.) The City Council had reported to the Secretary that the Eastney Neighbourhood Forum was defunct and therefore this discussion could not take place.

Minute 5: (The Secretary undertook to produce a map clearly showing the proposed boundaries agreed by the committee for consideration at the next meeting.) This action had been completed.

Minute 6: (The Secretary agreed to use the document provided by Portsmouth City Council as the basis for a draft constitution of the Milton Neighbourhood Planning Forum.) This action had been completed.

Minute 7a: (Cllr Will Purvis undertook to set up and manage a website in order to publish minutes of meetings and other procedural documents and to ensure transparency of the Forum’s activities.) This action was ongoing.

Minute 7b: (Members undertook to consider how the Forum might extend community involvement.) This action was ongoing.

Minute 7c: (The Chair undertook to draft a Vision Statement and circulate it to members.) This action had been completed.

**4. Consideration of the Neighbourhood Planning Forum Constitution**

**Received:** A draft Constitution for the proposed Neighbourhood Planning Forum, incorporating comments from an officer of the City Council’s Planning Department.

**Noted:** The proposed area did not include Fratton Park on the advice of the City Council. The Football Club was of interest to a much larger area than that proposed for the Forum, which could lead to difficulties during the consultation process. Furthermore the football ground already had local authority protection by other means.

It would not be necessary to have a category of co-opted membership to the committee or the Forum because the constitution included elsewhere the authority to engage volunteers to help with the work of the Forum.

The Committee considered whether membership of the Forum should be limited to residents and persons who worked or studied in the proposed area. Although it was accepted there might be persons who did not meet those criteria but who might have attributes helpful to the aims and objectives of the Forum, the Committee took the view that those persons could be engaged as volunteers. On balance, the risk that local residents and workers might become outnumbered, jeopardising the local viewpoint, outweighed the potential benefits of extending membership.

**Agreed:** The Committee unanimously agreed that membership of the Forum should be limited to those persons who lived, worked or studied in the proposed area.

The Committee agreed the draft constitution in principle, subject to changes arising from its discussions, and delegated authority to Pat Aird and David Jordan to finalise the draft constitution the light of the discussion. **Action: Pat Aird, David Jordan.**

**5. Consideration of the Statement Supporting the Application**

**Received:** A Draft Statement in Support of the Application.

**Noted in discussion:** The reference in the first paragraph to excessive housing allocations should be replaced by “unsustainable housing allocations”. Also, the first paragraph should be redrafted with shorter sentences to make it easier to read and the final paragraph amended to align with the agreed changes to the constitution.

**Agreed:** Pat Aird and David Jordan should finalise the Statement Supporting the Application in the light of the discussion. **Action: Pat Aird, David Jordan.**

**6. Membership of the Forum**

**Received and Noted:** A spreadsheet listing the name, address, email address and other contact details (if known), and the category of membership (resident of the area, employed in the area, elected councillor or prospective parliamentary candidate) of each person who had asked to become a member of the forum.

**7. Master Planning and Neighbourhood Development Orders**

**Received:** an email from Rod Bailey to Penny Mordaunt MP, dated 20 February 2015, on the subject of St James’s Hospital Initiatives and an oral report form the Chair.

**Noted:** Although the City Council and the HCA, if it were to acquire the St James’s site, could engage in a Master Plan, it would carry less weight in any Planning Consideration than a Neighbourhood Plan.

At the public meeting on 19 February, Cllr Luke Stubbs had referred to a Neighbourhood Development Order (NDO) as a possible solution. Whilst an NDO could be useful for prescribing development opportunities and constraints, it was effectively a bulk planning consent lacking the finesse of the Neighbourhood Plan.

There was no reason why all three processes could not go ahead simultaneously and the Neighbourhood Planning Forum would want to engage in dialogue with all other parties interested in the future of Milton.

**8. Any Other Business**

**a. Possible Purchase of Land in St James’s Hospital Site by PCC**

**Received:** an email from the Chair of Governors of Harbour School to the Secretary.

**Noted in Discussion:** The City Council had announced an intention to buy the ST James’s site from NHS Property Services with the intention of relocating some of its education and social care provision, including the Harbour School. Members noted that it seemed unlikely that the Harbour School could be relocated to Milton in time to open in September given that there had, to date, been no consultation with the school management on this matter.

**9. Date of Next Meeting**

The next meeting will take place at 8.15pm on Monday 20 April 2015 in Milton Village Hall.

**Summary of Actions**

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| **Minute No** | **Action** | **By Whom** | **Comments** |
| 3 (Min 4). | The election of a Treasurer was deferred to the next meeting. | Clerk to add to agenda. |  |
| 4. | The Committee … delegated authority to Pat Aird and David Jordan to finalise the draft constitution the light of the discussion. | Pat Aird, David Jordan | Completed |
| 5. | Pat Aird and David Jordan should finalise the Statement Supporting the Application in the light of the discussion. | Pat Aird, David Jordan | Completed |