

**MILTON NEIGHBOURHOOD PLANNING FORUM
MINUTES OF MANAGEMENT COMMITTEE MEETING
HELD ON 13th DECEMBER 2018 AT MILTON VILLAGE HALL**

Present

Rod Bailey (RB) (Chair)

Chair

Kimberly Barrett (KB)

Paul Docking (PD)

Secretary

Martin Lock (ML)

Treasurer

Paddy O'Hara (PO'H)

Pam Pritchard (PJP)

Paul Pritchard (PP)

1. Apologies for Absence

Apologies for absence were received in advance from Peter Higgins, Councilor Darren Sanders, and Councilor Ben Dowling.

2. To approve the Minutes of the Previous Meeting.

The minutes of the November meeting were approved unanimously.

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

All matters arising, not completed, were dealt with under the appropriate agenda item

4. Update from the Chair on the Work of the Forum

- a) RB and PD had met with Patrick McCullagh of Adult Social Care and had obtained further data. PCC say that there is a shortfall in provision, over the plan period, of some 430 places. Our HNA suggests that that figure could apply to Milton alone. PD undertook to look at the Housing LIN data and report back to the next meeting.

Action: PD to investigate Housing LIN data and report to next meeting

- b) RB updated the meeting on the HRA. PD had obtained an opinion from AECOM that, as there was no quantum proposed in the plan, the HRA did not need amending. As the emerging Portsmouth Plan would require a HRA for their proposals in any event, an appropriate assessment would be made at that time. RB and PD had drafted a letter to Claire Upton Brown to tell her of our decision, which was delivered on 5 Dec 18. [Secretary's note: added to DropBox MNPF/Correspondence]
- c) RB updated the meeting on the lack of progress on Air Quality. He will attend a meeting with Stephen Morgan MP, accompanied by PD and PO'H, to try to make further progress.

- d) RB had had contact by BD saying that he was speaking to the Planning Department about sharing their emerging plan. Detail was awaited.

Action: BD to arrange for the emerging plan to be briefed to the Planning Forum

5. To review progress on writing the draft plan

PD said that V20 was up on DropBox. The plan was now substantially complete. He has also turned his thoughts to an Executive Summary (V5), also on DropBox. Members' comments were invited on either document.

Action: Members to comment on latest drafts

6. To review the Pre-Reg 14 Timetable.

- a) PD said that with the plan substantially complete, the obvious time to announce this would be at the next Open Forum in Feb/Mar next year. It would mean some parallel working but would ensure maximum publicity. It was agreed that this was the most likely route and we should make preparation on that basis.

Action: Members to note timing

- b) PD tabled the list of consultees and asked members to review it to ensure that it was representative of the areas' organisations, particularly voluntary.

Action: Members to review list attached to these minutes and to email organisation's names and contact details to be added to PD

7. To receive a financial update

ML reported that the grant had been approved but we now had run into a further hurdle. He produced an email from Groundworks (attached to these minutes), who administer the grant, saying that funds could only be transferred to an incorporated body. It would appear that previous grants had been issued by them in error. PD undertook to obtain legal advice to try to resolve this.

Action: PD to obtain legal advice and pass to members

8. Any other business not notified before or covered by the agenda

There was no other business raised by members.

9. To agree the date of the next meeting

The next meeting was agreed to be held on 10 January 2019 in Milton Village Hall

Actions arising from the minutes of the Meeting held on 13 July 2017

Minute Number	Action	Lead
4a	to investigate Housing LIN data and report to next meeting	PD
4d	to arrange for the emerging plkan to be briefed to the Planning Forum	BD
5	To comment on latest drafts of plan and exec summary	All
6a	Members to note timing for the Pre-Reg 14 consultation	All
6b	members to review list and to email organisation's names and contact details to be added to PD	All
7	to obtain legal advice on incorporation and circulate	PD