

Minutes TNDP Steering Group Meeting

Wednesday 7th December 2022 6.30pm

Tavistock Guildhall Robing Room

Attendees

Ursula Mann, Chair and Cllr
Stuart Honey, Secretary
Pete Squire, Cllr
Dr. Sharon Gedye
Kit Harbottle
Sue Spackman
Ian Wright

Apologies

Jana Sanders

Visitors

Phil Peers, Cllr (agreed to be new steering group member at conclusion of the meeting)

We welcomed Rowan Geyde-Jones, A Level Geography student, to observe the meeting.

1/ Update on Steering Group Membership

As a result of the resignation from Tavistock Town Council of James Ellis and the passing of Richard Martin, we are down one council and one community steering group member. We are delighted that Cllr Philip Peers has agreed to step in as a replacement council member and are actively looking for new community members. We can have up to 14 members in total, including 4 councillors.

2/ Finance Report

The Chairman previously circulated a request for a new finance coordinator amongst the group but this position remains unfilled and the report has been taken on by the Chairman in the absence of a volunteer.

The report and spending schedule has been modified to reflect the need to ensure that we spend the grant from Locality by March 2023 – any unspent money has to be returned. We might be able to apply for a future grant, but this depends on future government funding policy. The Parish Online cost (see minute 4 below) has been added to the spreadsheet and is allocated from underspend relating to communication and website.

We are well funded at present. Locality indicated the NDP group will be eligible for a further £8,000 in the next financial year if the policies remain similar to past years.

Locality also provides funded professional services and this includes Design Code assistance. We could commission Locality to do the work, (carried out by the consultancy firm AECOM). The housing evidence from the initial survey and interviews with local estate agents circulated to the group by the Chairman indicates that this might be of interest to the community.

Steering group agreed that the Chairman should explore Design Code and Master Planning with Locality, with the support of two steering group members, S.S. and K.H.

3/ Vision Aims and Objectives

The Chairman thanks all of the Steering Group members for their work in preparing and documenting the Aims and Objectives. To assist with sharing documents amongst the members, the Chairman will add all members to the Steering Group Dropbox.

All of the documents for each topic will be available for all to take a look at and then will be collated into one overall document which will be edited centrally. The aim is to have document ready for distribution by January 3rd 2023.

4/ Parish Online – Mapping Software subscription, Evidence Gathering

Having assessed the program using training videos and other materials online as well as having received a recommendation from another Parish Council through the Town Council, the Steering group agreed to subscribe to a licence for Parish Online. <https://www.pparish-online.co.uk/>

This can be added to <https://tavistockplan.info/> so that the Tavistock community have potentially could have the opportunity to get involved with various topic group exercises in evidence gathering, by adding community suggestions, moderated by steering group guidelines. This would be particularly helpful for mapping the locations of important green spaces, wildlife corridors, assets like benches or bike racks, and heritage locations.

5/ December Events – how to target and engage the local community

Although there was very good footfall at the first public engagement exercise at the Tamar Energy Fest, and more than 45 individuals spoke with various steering group members, the engagement with the actual vision statements was not strong in this environment.

Individual one-to-one conversations with interested groups seem to be more effective. E.g. the Chairman described the very successful meetings with local estate agents, in November, providing valuable insights as we gather evidence for housing needs.

It was decided community engagement/consultation by taking stalls at public events/markets was not the best way to reach out to local residents, so the stall dates considered for December 10th and 17th will not go ahead.

A more effective way to get community involvement and interest will be through attending various local interest groups: Chamber of Commerce, Heritage Trust, local estate agents, Tavistock College, Youth Cafe etc, The Chairman asked each steering group topic lead to identify the groups that would most likely be interested in their topic for approaching them to look at vision and aims.

It was agreed that each steering group member will identify potential interested groups to present the VAO document.

Other consultation methods were discussed:

We will hold a public meeting in the New Year (provisional February 22nd 2023) as a 'conversation with the steering group' in round table format, with a different topic per table. People will be invited to move from table to table and stay for as long a period as they like, depending on individual interest. Venues to be considered – Town Hall, Bedford Hotel.

Static display at the Library to be considered, to keep TNDP in the public eye.

6/ January event – Pre-Council Meeting January 3rd 5pm Council Chamber

An important next step is to get support and 'buy-in' from all the councillors representing Tavistock constituencies, including West Devon Borough Council and Devon County Council members. The steering group agreed to invite the members to a Town Council pre-meeting on January 3rd 2023, to hear about the NDP from those members of the Steering Group who are able to attend.

We are looking for wider community involvement, interest and promotion. Feedback from these community leaders is vital for the success of the Plan. In addition, WDBC officers from the placemaking team, Alex Rebag and Elliot Hales from West Devon Borough Council will be in attendance.

The VAO document will be sent ahead of the meeting. This puts us on track for being ready to feed our plan into the next joint local plan in 2024.

With no AOB the meeting adjourned at 7.40pm

Next Meeting:

Prior to Full Council, January 3rd 2023, 5:00 pm, Town Council Chamber

Steering Group Meeting Wednesday January 11th 2023, 6:30 pm, Town Council Chamber

Stuart Honey, Secretary, Steering Group