

Minutes of the Meeting of the **SWANAGE NEIGHBOURHOOD
PLAN SUB-COMMITTEE** held at the Town Hall, Swanage on
MONDAY, 7th APRIL 2025 at 2.15 p.m.

Present: Councillor Bonfield – Chair

Councillor Foster
Councillor Monkhouse
Councillor Moreton
Councillor Tomes
Councillor Vile

Mr A Larner
Mr L Luke (from 2.20 p.m.)
Ms J Owens
Mr G Richardson
Mrs J Sutcliffe

Also in attendance: Miss N Clark – Planning and Community Engagement Manager
Mrs E Evans – Democratic Services Officer
Ms E Snow – Dorset Coast Forum

One member of the public attended the meeting remotely.

Public Participation Time

There were no matters raised.

1) Apologies

There were no apologies to record on this occasion.

2) Declarations of Interest

Sub-committee Members were invited to declare their interests and consider any requests for Grants of Dispensations (Councillor Members in accordance with Section 9 and Appendix B of the Council's Code of Conduct).

There were no declarations to record on this occasion.

3) To approve as a correct record Minutes of the Meeting of the Swanage Neighbourhood Plan (SNP) Steering Group held on 3rd March 2025

It was proposed that these were a true record by Councillor Foster, seconded by Mr G Richardson and agreed.

4) Matters arising from Minutes of the Meeting of the Swanage Neighbourhood Plan Steering Group (SNP) held on 3rd March 2025

There were no matters raised.

5) Dorset Coast Forum – to finalise informal community engagement material

Further to Minute No. 5) of the SNP Steering Group Meeting held on 3rd March 2025, the Dorset Coast Forum (DCF) representative provided an update on the proposed community engagement and demonstrated the draft website dedicated to the SNP to

attendees. The website would provide residents with an overview of the Neighbourhood Plan and planning process, introduce early policy ideas and development concepts, and a survey to gather feedback and suggestions on the research undertaken and draft proposals prepared by the Steering Group, under the advice and guidance of O'Neill Homer, Planning Consultants. During the presentation, Steering Group Members contributed to the website content and survey questions. It was noted that there would be an opportunity to review the refined website and survey at the next meeting of the Steering Group.

A discussion ensued around the timing of the public engagement on the SNP, anticipated to run from 19th May to 20th June 2025, and it was acknowledged that this would coincide with the consultation regarding the Town Council's Green Seafront Stabilisation Scheme.

Group Members expressed support for the SNP engagement to proceed on these dates. Comments were made that the two projects were linked, and that shared events to explain the two projects could be beneficial to both projects in terms of feedback/survey responses.

If the SNP engagement went ahead as proposed, it was anticipated that initial feedback from DCF would be available by 4th July. It was then anticipated that O'Neill Homer would be in a position to produce the draft SNP policies/Plan during July/August to be presented to the Steering Group/Town Council in October 2025 for sign off/in readiness for the formal round of public engagement.

A query was raised as to whether the stakeholder document was too lengthy, and the DCF representative confirmed that this would be reviewed as part of the engagement process.

Further to Minute No. 6) of the SNP Steering Group Meeting held on 3rd March 2025, it was noted that the draft list of potential development sites had been provided to the AECOM (Locality) planning consultants to progress the site assessments, and that the map of these sites had been created. The results of these assessments were anticipated by the beginning of July and would also be required by O'Neill Homer in relation to the draft policies/Plan as above.

6) O'Neill Homer (ONH) Planning Consultants

a) Update

An updated draft policy list had been circulated prior to the meeting.

b) To approve revised Project Plan

An updated Project Plan/timeline had been provided by the consultants dated 26th March 2025.

7) Items of information and matters for forthcoming agendas

Further to Minute No. 4) of the SNP Steering Group Meeting held on 3rd February 2025, it was reported that the Steering Group had been unsuccessful in securing technical assistance from Locality regarding Design Coding, as applications had been oversubscribed for 2024/25. It was noted that Locality assistance packages were unlikely to reopen until July 2025. Advice had been sought from O'Neill Homer on the matter, and this would be included on the agenda of a future meeting.

However, it was reported that the Group had successfully obtained a grant of £5,780 from Locality. An end-of-grant report, including related invoices, for the year end 31st March 2025 had been submitted to Locality. It was confirmed that the full amount of the grant had been spent.

8) **Date of next meeting**

The next meeting would be held on Wednesday 7th May 2025 at 2.15 p.m.

The Meeting was closed at 3.45 p.m.
