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**Den Brook Community Liaison Group (CLG) Minutes, 23 March 2010**

**In attendance:** Cllr Bryan Hollingsworth (BH)  
Brenda Ware (BW)  
Cllr Carol Burrow (CB)  
Cllr Julian Pillar (JP)  
Cllr William Cann OBE (WC)  
Cllr Carol Coombs (CC)  
Cllr Gill Hoggins (GH)  
Cllr Michael Lee (ML)  
Cllr John Welsby CBE (JW)  
Cllr John Squire (JS)  
Cllr Clive Lott (CL)  
Mike Hulme (MH)  
Cllr Robert Sampson (RS)  
Nick Payne (NP)  
Helen Hall (HH) – RES  
Phil Briscoe (PB/Chair), Matthew Horn - Bellenden  
Three members of the public

**Venue:** North Tawton Town Hall

**Date:** 23<sup>rd</sup> March 2010

**1. Apologies:**

PB gave apologies on behalf of Cllr James McInnes and Cllr Nick Morgan. CB issued apologies for Cllr J Rosser.

**2. Welcome and Introduction**

PB thanked the Group for attending the first meeting of the Den Brook CLG. He went on to outline that the Group is designed as a means of informing the local community about any developments regarding the Den Brook site and to give a point of contact for questions to be addressed to RES.

**3. Election of Chairman**

PB asked the Group to select a Chairman for the CLG. PB asked if a member of the Group would put themselves forward for the position of Chair. He went on to state that, if consented by the Group, he would act as an independent Chair if no member expressed an interest in the position of Chair. JW stated that he was happy for PB to Chair the Group. PB also informed the Group that the Chair could be changed at any point if decided by the Group. No member of the Group offered to act as Chairman.

**It was agreed that:**

PB will act as the Chair for the Group. PB will be referred to as the Chair for the remainder of the Minutes.

#### **4. Role of Liaison Group & Terms of Reference**

The Chair asked the Group if they had any questions or amendments regarding the Terms of Reference (ToR). JW raised item number eight on the ToR and stated that the public should have an opportunity to speak during the meetings and that the Chair should decide how to allocate provision for the public to speak. The Chair highlighted that best practice for other Groups has been the allocation of a 15 minute window for the public to speak.

CL asked the Chair if the ToR could be altered or amended at any time. The Chair stated that it could.

NP highlighted that the ToR did not state how the decisions would be made by the Group. Voting by majority was raised by CL, CL went on to ask if the Chair would have a vote. The Chair stated that he would not have a vote. JW suggested that the Chair have the casting vote only. The need for a quorum of at least one third was suggested when voting take place. The number of members needed for a quorum was discussed, the Group was informed they would be updated with the figure required for a quorum at the next meeting.

RS suggested that the unconfirmed Minutes from the CLG be sent through to the West Devon Member of Parliament (MP) and to the Central Devon Prospective Parliamentary Candidates (PPC) in light of the future General Election constituency boundary changes.

CL asked if members were happy to take votes in public. All members agreed they were happy to vote in public.

#### **It was agreed that:**

A 15 minute window will be allocated for the public to address questions to the Group at each CLG. A quorum for the Group will be included in the ToR. The use of majority voting will be included in the ToR for all decision making. The Chair will have the casting vote. Minutes would be sent to the current MP and Central Devon PPCs. The unconfirmed Minutes would be circulated to the Group within 14 days. The amended ToR will be circulated to the Group.

#### **5. Membership of the Liaison Group**

The Chair outlined that the membership of the Group had been based on the elected representatives in the immediate vicinity of the Den Brook site. He went on to reiterate that the Group will meet to receive updates regarding the Den Brook wind farm and can vector questions to RES from their local communities. The Chair highlighted to the Group that additional members to the CLG would be decided by the Group.

The Chair asked if the Group would like to see any other representatives sit on the CLG. NP suggested that Cllr Robert Sampson (RS) be included on the CLG, highlighting that the Environment & Community Committee for West Devon Borough Council (WDBC) oversees community priorities and the Parish Plans. NP went on to highlight that RS would be an important addition to the Group. JW agreed that RS would be an important addition. The Chair highlighted that, for any issue-led meetings regarding the site, specific experts can be invited to join the Group for the meeting.

**It was agreed that:**

RS be included on the CLG.

**6. Den Brook site update**

HH outlined that RES is currently in the process of discharging planning conditions and that turbine shortlisting for tendering has been started. HH went on to state that construction of the wind farm is intended to start next Spring. HH highlighted that the construction Manager could come and explain the construction process to the Group in greater detail at a future meeting.

MH asked if the Group would be kept informed about the discharging of conditions for the site to the WDBC. HH stated that she would keep the Group informed and highlighted that there are 21 conditions, not all of them need to be discharged by WDBC before construction. She went on to state that three have currently been submitted; addressing noise, TV reception and shadow flicker for the site.

NP asked if links could be incorporated on to the RES Den Brook web site when conditions are given to WDBC. HH stated that she would put links to them on the web site and will check if West Devon Borough Council will have links to the conditions on its web site. ML asked if the project could still be held up. HH outlined that it was difficult for her to comment in too much detail at this stage as she is a formal witness for a High Court hearing surrounding the project. She went on to state that not many projects in the past had had discharge conditions rejected. MH questioned how the High Court hearing would affect the discharge of conditions and asked about the current situation regarding noise. HH stated that WDBC's Environmental Health Officer (EHO) is currently unwell and so is not sure, however, RES has submitted to comply for one noise issue. CL stated that noise was an issue of concern for the local community. The Chair highlighted that noise could be addressed at a designated CLG meeting.

JS asked when construction for the site would commence. HH stated that it is intended to start in Spring 2011. BH asked how long the wind farm would take to construct. HH stated that the site would take about 12 months – with six months for the site works and tracks, two months for the electrical cabling, the turbines could be erected in a day to a week and commissioning and grid testing could take a further two months.

**It was agreed that:**

Submissions of conditions for discharge would be made available via the RES web site.

**7. Planning Timetable**

HH informed the Group that RES is working through the planning conditions including the Construction Method Statement and the Traffic Management Plan (TMP). NP asked if the consultation on the TMP would be pursued through the CLG. HH informed the Group that the CLG would be the initial point of contact for the TMP and that a special meeting can be used to discuss the transport route. She went on to highlight that the abnormal loads to the site would have a police escort. BW requested that Bow Parish be notified about the TMP as soon as possible. HH informed the Group that RES is working alongside Highways regarding the access route for the site. CL asked if the rail track was still being looked at for delivery to the site. HH informed the Group that Aggregate Industries own the railway line and RES are still in talks with

them. HH went on to highlight that neither the blades nor the turbine towers could be transported via rail.

JW suggested that the traffic route should be discussed by the Group at an early enough stage to be useful prior to submission to WDBC for the traffic route. ML suggested that the concrete be mixed on site. HH stated that she was not keen on mixing on site as it generates a lot of noise and requires more environmental permits.

**It was agreed that:**

A timetable of submission by RES to WDBC be drafted and issued to the CLG.

**8. Liaison Group Work Plan**

The Chair reiterated to the Group that issue-led CLG meetings could be pursued and suggested a separate meeting for the Construction Method Statement, the TMP and the community fund for the site. He went on to ask if any other issues should have a specific meeting for discussion. MH suggested noise should be addressed.

ML asked if the local community would receive any funds from RES. The Chair stated that it would and that the Group would receive best practice case studies of other methods of fund management and distribution seen at other sites. JW asked how long the lifecycle of the community fund would last. The Chair stated that it would last for the lifetime of the project. JW went on to state that the organisational structure for issuing funds needs to be addressed outlining who would have responsibility for the fund and the need for transparency for issuing money to the community. The Chair highlighted that the issuing of the fund is a big decision and will take a while to work out the logistics of the process. HH highlighted that RES would like the funding stream to be in place by the time the wind farm is generating. JP asked how much the fund would amount to. HH stated that it would be £27,000 per annum. MH asked if that was the standard rate, highlighting a figure of £50,000 for a wind farm near Kendal developed by Eon. HH informed the Group that the figure issued by RES was a typical sum for such a site. BH asked what the fund would be index linked to. HH will find out and report back to the Group.

CL asked if a company purchased the site would they be liable for the community fund. HH stated that she was unsure but would recommend that the company continues the fund as part of the conditions of sale. HH stated she would seek clarification regarding this issue (HH has now confirmed that the purchasing company would be liable for the fund for the life of the project if the site were to be sold).

**It was agreed that:**

Issue-led meetings will be arranged. HH will investigate the index linking for the community fund.

**9. Wind Farm Visit**

HH outlined the proposal to take the CLG to a wind farm that is either under construction or currently working of similar size and hopefully similar separation distances between turbines. BH asked if there were any currently under construction by RES. HH stated that there were only RES sites under construction in Scotland at the moment. The Chair asked the Group if there was any interest in attending a site visit. The Group stated that they would be keen to go on a

site visit. MH suggested a visit to the Warboys wind farm site. JS asked if the Group could have a visit to the Den Brook site. HH said that she would ask the landowners permission.

**It was agreed that:**

HH will arrange a site visit to a wind farm. HH will discuss the possibility of taking the CLG to the Den Brook site with the landowner.

**10. Future Meeting Dates**

The Chair questioned how frequently the Group would be keen to meet and suggested a two monthly meeting. CL suggested that meetings may need to be more frequent. The fourth Tuesday of the month was suggested as a regular date. Variation of the location for the meetings was emphasised as being important for public attendance.

The Chair highlighted that the meetings going forward would be open to the public and that although the first meeting had been open to the public it had not been advertised as it was an opportunity to lay out the format for the Group. The Chair asked for suggestions from the Group to ensure that the public know when and where the meetings will be taking place. NP suggested that a calendar of issue-led meetings could be placed in the local parish magazines. The Chair highlighted that the unconfirmed Minutes would be issued to the members of the CLG and will also be published on the RES web site for Den Brook.

**It was agreed that:**

The next meeting will take place on Tuesday 25 May at a location to be confirmed. The location for each meeting will be rotated.

**11. Any Other Business**

JP asked if there would be local business usage on the construction of the site. HH iterated that Regeneration South West are promoting local companies to submit tenders for various parts of the construction phase. HH went on to state that around £1million had been generated for the local community for a similar wind farm in Northern Ireland during the construction phase - due to lodgings, food and amenities utilised by the construction crews and consultants accessing the site. HH went on to state that if the Fullabrook site continues to go ahead through construction then there will be a considerable local skills base to source local jobs.

JW asked who would lead the construction on the Den Brook site. HH informed the Group that a civil engineering firm would be sub-contracted and that RES would intend to act as the management team.

MH asked if there had been any progress on share options for the site. HH informed the Group that RES is still talking to Energy4All regarding community share options, however, she has been informed by Energy4All that consultation on this issue is not normally pursued until later in the development phase of the project.

**The meeting closed at 20.30**

**The next meeting will take place on Tuesday 25 May at a location to be confirmed.**