

# Neighbourhood Development Plan (NDP) Steering Group

## MINUTES

### Monday 28<sup>th</sup> September 2020

- 162. Attendance:** Karen Addison (KA), Claudia Peace (CP), Ivan Royle (IR), Cllr Souter (ES),
- 163. Public Attendance:** The Parish Clerk (Gail Foster) was in attendance along with TVBC Cllr Jeffrey and TVBC Officers Imogen Colley (IC) & Sarah Hughes (SH) and consultant Richard Eastman (RE) and no members of the public.
- 164. Welcome and introduction:**
- 164.1. KA welcomed everyone to the meeting.
- 165. Apologies for absence:**
- 165.1. None received.
- 166. To elect a new Chairman for the Steering Group (SG):**
- 166.1. KA confirmed that as mentioned at the previous meeting she was stepping down as chairman but would remain on the SG. It was RESOLVED: Unanimously, that Edward Souter be elected as Chairman for the SG going forward.
- 167. Points from the floor:**
- 167.1. None
- 168. Declarations of Interests:**
- 168.1. No changes were declared.
- 169. To approve the minutes of the last meeting:**
- 169.1. It was Unanimously agreed that the minutes of the meeting of 24<sup>th</sup> August be approved.
- 170. To receive a verbal report on the public consultation held on 28<sup>th</sup> August:**
- 170.1. It was heard that the public presentation had been a great success in terms of information displayed and the number of people that attended the during one of the wettest days of the month. Difficult circumstances had been copied with and the Covid-19 social distancing and sanitization requirements had been effectively managed. The response from the public was impressive as around 80 people had viewed the information provided. Comments were varied and a wealth of information was received. There was additional commenting online during the 3 weeks following the consultation as the online survey was publicised on Facebook and the village email information service.
- 171. To note the requests for additional pieces of land to be added to the Local Areas of Green Space (LAGS) list and to consider scoring:**
- 171.1. The consultation event had stirred some people into nominating new spaces for consideration and the extra pieces of land had been identified. These had been added to the LAGS scoring matrix and would be tested for public support at regulation 14, and further for the official examiner to make a decision on (along with all the other sites) at regulation 16.
- 171.2. It was clarified by SH that scoring of sites to show preference was not necessary as long as one of the assessment criteria was met and this was sufficiently well evidenced.

**172. To consider requests to amend boundaries to previously identified LAGS:**

- 172.1. The SG had been contacted by two landowners who had asked that the green space area proposed for their land be amended. Maps were provided of the originally proposed sites and the requested amendments.
- 172.2. RE advised the SG that objections to designated of LAGS could only be made through the official channels and that it would not be appropriate to consider amendments unless the original designation was erroneous. It was acceptable to tweak a boundary to exclude a dwelling and its garden. Boundaries to LAGS would also need to follow a physical feature of the landscape in order to make it easy to identify on the ground where the boundary existed. I.e. a fence or hedge line, but not an arbitrary line or measurement across a piece of land as this does not fit the assessment process. A site should be included in its full nominated area as identified by the public and the process for landowner objection should be followed to ensure fair and transparent handling of all objections.
- 172.3. The mapping system would be updated for site no. 20 as this was a logical amendment to exclude a dwelling. **Action: Clerk.**

**173. To note the feedback from the Public Consultation held on 28<sup>th</sup> August and to consider actions to be taken regarding items raised that are not part of the NDP:**

- 173.1. The types of comments were discussed and it was felt that the Parish Council would need to respond to some of the comments, questions and requests promptly. Subjects including helicopter night noise, speeding in the parish and various questions and observations relating to footpaths. A list of subjects would be collated for the PC to review and consider making a public response. **Action: Clerk and ES.**
- 173.2. RE advised that wishes for improvement, maintenance or removal of different issues could be recorded in the NDP by way of a community aspirational list. This would just be an evidence base of support one way or the other, for TVBC or HCC to refer back to, but it would not necessarily be enforceable to make anything happen. A list of the "aspirations" would be compiled from the feedback. **Action: Clerk.**

**174. To consider the suggestions from the Consultants Feria Urbanism and to decide on actions:**

- 174.1. A list of tasks had been sent to the SG to act upon. A cursory review of the feedback had been undertaken and it was thought that there were no major objections to any of the policy statements which had been proposed. Most of them were supported in the majority. Some simple statistics would need to be collated as evidence of support for the drafts. This would need to be undertaken by the SG. After this had been done, Feria would start drafting a full report.
- 174.2. It was **RESOLVED:** that Feria will then take the statistics from the SG and refine the plan. The table will be collated. **Action: Clerk.**

**175. To receive an update on the Grant application to Locality:**

- 175.1. The Locality grant assessment had taken place and the panel for awarding grants would be meeting on the coming Wednesday. The assessor had recommended that the full amount applied for be supported. If successful, the next award would be for £7,375. Previously the PC had been granted £2,600 which would make the overall total £9,975. Other grants were being investigated. **Action: Clerk.**
- 175.2. TVBC grants would be investigated to see if it would be possible to apply for a councillor grant. **Action: IC and Clerk.**

**176. Any other business for consideration at the next meeting:**

- 176.1. A revised plan of work and timetable for the SG and consultants would be discussed at the next meeting.
- 176.2. The distribution Working Group would be asked to reconvene for the proposed December distribution of the draft plan. It was suggested that copies may not be given to each household but maybe left at several key places around the Parish for pickup. This would be discussed at the next meeting. Members of the distribution group would be updated. **Action: KA/ES.**

- 176.3. A further updates on the Grant application to Locality would be discussed.
- 176.4. A follow up would be made with SH to check if the policy statement as outlined were in accordance with the TVBC new local plan draft. **Action: SH, RE and Clerk.**

**177. Points from the floor.**

- 177.1. Sarah Hughes stated that she could see that a lot of good work and progress had been made on the plan so far and congratulated the SG on moving forward so quickly.

**178. To confirm the date of the next meeting:**

- 178.1. The next meeting would be held on Monday 26<sup>th</sup> October.

179. The meeting was closed at 20.13pm.

**Date of next monthly meeting: Monday 26<sup>th</sup> October 2020 at 7.00pm via Zoom.**

**This a draft pending approval at the next Steering Group meeting.**

DRAFT