

Neighbourhood Plan Steering Group

Minutes of the meeting held on 18 July 2017

Those Present:

Richard Baker (RB) – **Chair**
Malcolm Findley (MF)
Jenny Williams (JW)
Mike Wynne-Powell (MW-P)
John Reynolds (JR)
David Vincent (DV)
Tim Swainson (TS)
Roberta Bristow (RB) – **Minute Taker**

Apologies: Guy Walker (GW)

1. **Previous Minutes:** The minutes of the previous meeting were agreed.

2. Matters Arising:

RNP Steering Group Membership: Membership of the Steering Group is open to anyone the Parish Council believe can make a contribution to the future of the village and any resident who is on the electoral roll. This information was not available from the Parish Council. However, the Parish Newsletter is distributed to every house in the parish which enables the NP Steering Group to contact all residents. It was agreed the membership could be fluid and members will change during the course of the process and people with specific interests will be invited to join from time to time. The Steering Group would like to be more representative of the community.

Venue: Venues would be agreed at each meeting as there are several venues in the Village which could and should be used.

3. **Finance:** JR said there was some opening funding and a Locality Fund was available from SHDC. Any funds given through this grant must be spent before April 2018. SHDC will not give financial support for the NP project. Ringmore Parish Council offered a repayable float to meet petty cash expenses. All receipts are to be submitted to the Clerk to the Council (Peter Javes) for payment. The major expenditure was identified as printing and training.

4. **Meeting with Bigbury NP Group:** RB confirmed the meeting with Bigbury NP Group was very successful and interesting. It had already formed a diary of events and actions which Ringmore SG would adopt with amendments to suit the village as appropriate.

5. **Timetable and Diary:** The diary of events had been circulated to all members of the group and it was noted that some elements were confusing, particularly the time scales. RB agreed to modify the diary to be more user friendly. The final version of the diary would be submitted to the Parish Council for the September meeting but would be circulated to all Councillors before the meeting for consideration. The Joint Local Plan will be finalized in January 2018 and although the NP must comply with the JLP it could also influence it. The key to Ringmore's NP is 10 houses as a minimum.

6. **Garden Party:** The SG would be represented at the Garden Party to be held on 28 August 2017. Information boards were to be used with topics for discussion on each one with members of the public being invited to make comments on each using Post-It notes. It was noted boards were held by the Camera Club, NT, All Hallows, Bigbury Memorial Hall and the Historical Society. MW-P agreed to co-ordinate obtaining these boards. JR to provide a Parish Map and photographs would be used to illustrate the SG purpose, aims and responsibilities. Part of a marquee 6m x 3m was available for use by the SG but it was noted personal tents/gazebos were also available should room be required in the marquee for another use. There would be pre-event advertising in the Parish News Letter with separate flyers and posters around the village.

A meeting with Mandy Goddard (SHDC) followed.

7. **Next Meeting:** To be held at the Journey's End on 15 August 2017 at 1100.

..... Richard Baker (Chair) Date:

Meeting with Mandy Goddard (MG) from SHDC
Highlights and Points of the Discussion

RB introduced the members of the SG and explained where it is in the NP process. It will be introduced to the Parish at a public event on 28 August 2017.

It was thought that as the JLP is not finalized it may be an advantage to see it before any firm plan was put into place. MG said the JLP would now not be issued until April 2018.

A planning application was made for 10 houses in Ringmore but there are objections on the grounds of sustainability.

MP said the NP must be in accordance with the Strategic Plan and the JLP. The NP should add detail to the JLP. The NP can allocate sites for housing and employment, design, community and green spaces.

Because the village is in an ANOB a legitimate challenge can be made if sites are not available. However, it is in the best interest of the parish to identify sites. The Strategic Housing Availability Assessment (SHLAA) identifies possible sites. The NP must call for sites, the SHDC cannot do it.

MP said that the NP can identify small sites not just large blocks of potential building land but sites of less than 11 houses are unlikely to provide affordable housing. The Community Housing Fund can offer support. The NP will carry no weight until it has been examined.

The NP can define energy conservation and respect for the ecology of the sites.

The Local Authority cannot impose local restrictions on planning regulations.

The NP can define the infrastructure in consultation with the energy and utility providers. SW Highways will not adopt roads which service less than 3 houses.

Caravan sites should be involved in the process as they provide employment and tourism income to the area. The NP should not impose undue restrictions on tourism and must be as positive as possible.

NP should influence future development not existing. There should always be the distinction between policy and community issues. Development within the ANOB can take place providing landscaping is addressed.

The boundary should be moved once the development has taken place.

The introduction of the GP at the public event should be broad and details questions should be saved for the questionnaire.

Evidence based statistics should be included in the NP. Anecdotal evidence can be included if it is identified as such. There should be a landscape assessment included.

A rough draft of the policy should be produced before consultation.

The SHDC may be able to undertake the Housing Needs Survey – contact the Housing Team.

There may be technical support once sites have been identified.

There is a training course in Exeter in October – contact Locality

The SHDC provides a good mapping service which is not free of charge. The OS can access data via a Parish Council request which would be FOC.

A Strategic Environmental Assessment is needed as Ringmore is in an ANOB several months after the rough draft, but that is FOC – notice is needed for this and time should be built into the diary of events.

The SHDC need to carry out a Habitat Regulation Assessment, screen and report.

A referendum is required at the end of the NP process. The plan will be approved by the parishioners if over 50% of those who voted agree, but only people on the Electoral Roll will be eligible to vote.