

Harberton Parish Neighbourhood Plan (HNP)

Meeting of the Steering Group

7.00pm, Thursday 31st March 2016 Harberton CE Primary School

Minutes

In attendance: Ginny Davidson, Roger Hands, Peter Kirkham, Sally Lougher, Nuala McDonnell, Dennis Smith, Alex Williams, Charlie Wynne (notes)

Apologies: Anton Fitzpatrick, Julian Holland, Cat Radford

1. **Apologies** were received as above.

1.1 Record of two consecutive meetings missed

It was noted for the record that Julian Holland had missed 4 consecutive meetings.

2. **New members to the steering group** Roger Hands and Alex Williams were nominated, seconded and re-elected to the steering group.

3. **Consider approval of minutes of the last meeting - It was AGREED** to sign the minutes as an accurate record.

4. Actions from minutes not included elsewhere on the agenda

Uploading new chapters to the website It was reported that this had been actioned.

Allotment waiting lists – It was reported that there is a waiting list of 2 for Harbertonford Allotments. There is a waiting list of 10 for the Harberton allotments, of which there are 10 plots in total. The administrator of the Harberton allotments commented that there is rarely any change of tenancy.

Legal Advice on the final draft It was reported that initial quote for specific advice has been sought. **ACTION** Nuala agreed to get further quotes.

5. Receive comments from Parish Council meeting

It was reported that the Parish Council had agreed to proposals to join a meeting of the Harberton Parish Neighbourhood Plan Steering Group to discuss the full draft plan on 21st April 2016.

6. **Read website comments and consider publication** One comment had been received and was read. **It was AGREED** to publish the comment on the website and respond with thanks.

7. **Consider approval of spending, if any** – None

8. **Receive update on car parking/amenity land enquiries** Discussed in brief.

9. Quiet Road Signage

After discussion **it was AGREED** to progress the concept of quiet road signage.

ACTION: Peter to add this to the Transport Section in the area of Policy T12 and forward to Charlie.

10. Review revised chapters as prepared by each working group

10.1 Social Amenities

Some small amendments were made to wording.

Amendment to Policy SA5 to be reworded to make it more defined.

Subject to those changes **it was AGREED** to publish the current chapter as the definitive draft.

ACTION: Nuala to send to Charlie to update website

10.2 Transport

Add 'Parking is a problem in both villages in the evenings and at weekends'

ACTION for Nuala to send new wording to Charlie for inclusion.

Clarify use of Parish car park in Harberton as Playing Field Car Park

There is a Car Park adjacent to the Playing Field which is often available for general use, located above the Parish Hall car park.

It was AGREED that, with the changes above being made, to accept this chapter as the definitive draft and publish on the website.

10.3 Housing

It was noted Charlie has a copy of Housing – need to remove Page 7

11. Review proposed format for 'Have We Got It Right' leaflet and agree next steps To be discussed at the next meeting.

12. Grant Funding

It was reported that the £1044.84 balance of the Groundworks UK grant was re-paid as requested. The HNP Steering Group can apply for further funds for work to be undertaken in the next phase.

It was AGREED to discuss this further at the next meeting

13. Update of meetings attended or invited - None

14. Any other business

Neighbourhood Plan Introduction text It was to rephrase the wording of conservation of trees

ACTION: Nuala to send Charlie new wording.

South Hams District Council Green Infrastructure It was reported that Peter had made contact with the Green Infrastructure Framework at and South West Devon who were interested to hear about progress.

Plan Printing Charlie agreed to print out 10 copies of current draft plan for review.

15. Confirm date of next meeting. 21st April 2016, with the Parish Council.