

**Harberton Parish Neighbourhood Plan (HNP)**  
**DRAFT MINUTES** of the Meeting of the Steering Group  
7.00pm, Thursday 14th July 2016 Harbertonford CE Primary School

In attendance: Ginny Davidson, Roger Hands, Nuala McDonnell, Roger Hands.  
Apologies: Anton Fitzpatrick, Peter Kirkham, Sally Lougher, Charlie Wynne  
Not in attendance: Alex Williams, Dennis Smith, Shona Duncan.  
Minutes secretary: Cat Radford

## Agenda

1. **Apologies** were received and accepted as above. In Charlie Wynne's absence, **it was AGREED** that Ginny Davidson chair the meeting.
  - 1.1 **Record of two consecutive meetings missed.** It was noted that Sally Lougher had missed two consecutive meetings. Anton Fitzpatrick and Shona Duncan had missed three consecutive meetings and Alex Williams had missed four consecutive meetings.
2. **Declaration of Interests.** No interests were declared on items on the agenda.
3. **New members to the steering group.** There were none.
4. **Consider approval of minutes of the last meeting It was agreed** to sign the minutes of the meeting of 30<sup>th</sup> June 2016 as an accurate record.
5. **Actions from minutes not included elsewhere on the agenda**

Legal Advice on the final draft It was reported that Alan Storah would be available for consultation at rate within the allowable amount stipulated by the grant fund available. It was also reported that Alan is qualified to instruct a barrister on behalf of the HNP Steering Group. It was reported that a solicitor had also been approached and had responded positively. **Action: NUALA** to request formal quotations from both to bring to the next meeting.

Devon County Highways speed limit criteria It was reported that following the clerk's request for criteria, she had received Devon County Council's Traffic Policy Note DTP 54/05 on local speed limits and had forwarded this to all members of the steering group for information. It was commented that the Neighbourhood Plan should be reviewed against the Policy Note. **ACTION: GINNY** agreed to ask the Transport and Amenities group to do this. **ACTION: Roger** will continue to seek further information and guidance from a highways consultant.

Neighbourhood Planning Contact at South Hams District Council (SHDC) It was reported that Sarah Packham would be the Neighbourhood Planning contact at SHDC for the time being, and all correspondence should be addressed to her through the Neighbourhood Planning email address: [neighbourhood.planning@swdevon.gov.uk](mailto:neighbourhood.planning@swdevon.gov.uk). It was reported that the advice and guidance role as undertaken by Alan Storah would not be replaced, as the funding received by SHDC for this support has been cut.
6. **Review Plymouth and South West Joint Local Plan Thriving Towns and Villages Public Consultation document to consider response**

After discussion it was agreed that it would not be appropriate for the HNP Steering Group as a whole to submit a formal response via the Joint Local Plan Response form, but that all members of the steering group should be encouraged to do this individually. **Action: CAT** agreed to circulate the form to all members for completion before the deadline of 12<sup>th</sup> August 2016.

**It was AGREED** that the HNP Steering Group produce a response to the Strategic Housing and Employment Land Availability Assessment (SHELAA) for the development sites within the boundary of the Parish. Comments were made on each site in turn, and noted within the SHELAA tables as published. A summary of all comments made are noted below:

1. The Harberton Parish Neighbourhood Plan (HNP) Steering Group find it disappointing and regrettable that those within the local authorities responsible for writing the Joint Local Plan have done so without keeping Neighbourhood Plan groups up to date, or referred to published information within Neighbourhood Planning processes.
2. Neighbourhood Planning groups have been operating within a vacuum, without access to Local Plan housing numbers or policies. On the contrary, the Joint Local Plan has been drafted with full access

to work undertaken by Neighbourhood Plan groups but has seemingly not taken this considerable work into account.

3. The SHELAA for sites within the Parish of Harberton, therefore, does not agree with the housing sites as included in the comprehensive consultation exercises undertaken with Parish residents over the course of the past three years; the most recent postal consultation being undertaken only last July – September. This significant consultation process recorded responses of 377 individuals, of which 369 indicated that they were from the Parish. As there are 1022 on the Parish Register of Electors one could extrapolate that approximately 36% of residents of voting age responded to consultation.
4. The Harberton Parish Council Neighbourhood Plan Steering Group ask the District Council to please comment on the absence of the following sites from the Joint Local Plan SHELAA:
  - 4.1. The Community Land Trust (CLT) development site within the north edge of Harberton, referred to as Site 5 within the Harberton Parish Neighbourhood Plan. In view of the level of support expressed as part of the Parish consultation for the concept of affordable housing (81% agree, 8% against and 11% neutral) this CLT initiative should be included.
  - 4.2. Land in Harbertonford by Hernafor Road and the A381 and referred to as Site 4 within the Harberton Parish Neighbourhood Plan. This site was included in Parish consultation and received the following responses: 38% agree, 27% against and 35% neutral.
  - 4.3. Land at Dundrydridge Yard, referred to as Site 8 within the Harberton Parish Neighbourhood Plan. This site was included in Parish consultation and received the following responses: 44% agree, 26% against 33% neutral.
5. The Harberton Parish Neighbourhood Plan Steering Group have the following comments to make on each site within the Parish included within the Harberton and Totnes SHELAA:
  - 5.1. **SH\_23\_01\_13 Old Allotment Field, Harbertonford** The Steering Group query inclusion of this site within the SHELAA as has been noted that this was a burial site and was withdrawn from the process for this and other reasons. The site was therefore not included within Parish wide consultation.
  - 5.2. **SH\_23\_03\_13 Land East of Dundrydridge House** Inclusion of this site is queried as the site had been withdrawn. The site was not included within Parish wide consultation.
  - 5.3. **SH\_23\_11\_08/13 Land at Tristford Road, Harberton, Totnes.** This site appears as Site 6 within the Harberton Parish Neighbourhood Plan. The site was included in Parish consultation and received the following responses: 33% agree, 32% against, 35% neutral. Therefore, the Harberton Neighbourhood Plan stipulates that this site would only be developed if a need was identified.
  - 5.4. **SH\_23\_17\_16 Land east of Harberton** This appears as site 7 in the Harberton Parish Neighbourhood Plan and was included in Parish consultation with the following responses 44% agree, 28% against, 32% neutral. As the percentage of those who 'agree' with development of the site falls below 50%, the Harberton Neighbourhood Plan stipulates that this site would only be developed if a need was identified.
  - 5.5. **SH\_23\_18\_16 DPD RA17 Allocation** It is queried why this site is in the SHELAA at all, as the landowner withdrew the site, and has confirmed recently to the Harberton Parish Neighbourhood Plan Steering Group that the land is not for development. This site was therefore not included within Parish consultation.
  - 5.6. **SH\_23\_19\_16 DPD RA16 Allocation** As there is no reference to this on the map, can the District Council give clarification as to the location of the site? Regardless of its precise location, this site was not included within Parish consultation.
  - 5.7. **SH\_23\_20\_16 West Quarry Park, East Quarry Park, Quarry Park Field and Jackmans Park, Higher Dorsley Barton** This site is not included within the Harberton Parish Neighbourhood Plan as it was never referred to the Steering Group for inclusion. It was therefore not included within Parish consultation.
  - 5.8. **SH\_23\_23\_16 (partial resubmission) Back Paddock, Hodgens and Cottage Field, Higher Dorsley Barton** This site is not included within the Harberton Parish Neighbourhood Plan as it was never referred to the Steering Group for inclusion. It was therefore not included within Parish consultation.
  - 5.9. **SH\_23\_22\_16 Cow Pasture and Railway Field, Higher Dorsley Barton** This site is not included within the Harberton Parish Neighbourhood Plan as it was never referred to the Steering Group for inclusion. It was therefore not included within Parish consultation.
  - 5.10. **SH23\_23\_16 18 Acre Field, Lower Hyde Park, Upper Hyde Park and Blackside – Higher Dorsley Barton** This site is not included within the Harberton Parish Neighbourhood Plan as it was never referred to the Steering Group for inclusion. It was therefore not included within Parish consultation.

- 5.11. **SH\_23\_24\_16 Pathfield, Coombe Park and East Down – Higher Dorsley Barton** This site is not included within the Harberton Parish Neighbourhood Plan as it was never referred to the Steering Group for inclusion. It was therefore not included within Parish consultation.
- 5.12. **SH23\_02\_13 Land off Harberton Road, Totnes (North of Plymouth Road)** This is referred to as Site 9, Housing at Follaton, within the Harberton Parish Neighbourhood Plan. The Harberton Parish Neighbourhood Plan Steering Group consider that this site should not be included within the Totnes SHELAA or Totnes Neighbourhood Plan, but be included in the Harberton Parish Neighbourhood Plan and SHELAA for avoidance of confusion in later planning discussions and consultations. The whole site falls within the Harberton Parish and was included in Parish consultation, 63% agree, 8% against and 29% neutral.
- 5.13. **SH\_23\_15\_08/13 Winsland House, Totnes** This is referred to as Site 9, Housing at Follaton, within the Harberton Parish Neighbourhood Plan. The Harberton Parish Neighbourhood Plan Steering Group consider that this site should not be included within the Totnes SHELAA or Totnes Neighbourhood Plan, but be included in the Harberton Parish Neighbourhood Plan and SHELAA for avoidance of confusion in later planning discussions and consultations. The whole site falls within the Harberton Parish and was included in Parish consultation, 63% agree, 8% against and 29% neutral.
- 5.14. **SH\_23\_16\_08/13 Land off Harberton Road, Totnes (South of Plymouth Road)** This is referred to as Site 9, Housing at Follaton, within the Harberton Parish Neighbourhood Plan. The Harberton Parish Neighbourhood Plan Steering Group consider that this site should not be included within the Totnes SHELAA or Totnes Neighbourhood Plan, but be included in the Harberton Parish Neighbourhood Plan and SHELAA for avoidance of confusion in later planning discussions and consultations. The whole site falls within the Harberton Parish and was included in Parish consultation, 63% agree, 8% against and 29% neutral.

**It was AGREED** that the responses as prepared would be emailed to the Chairman of the Parish Council, Councillor (Cllr) Geoff Broom for comment before it was sent to SHDC and that District Councillor (D.Cllr) John Tucker would be copied in. It was also commented that the D.Cllr should be asked for comment at the next ordinary meeting of the Parish Council. Cllr McDonnell has formally requested the item be on the agenda.

**It was AGREED** that in light of the discussions on the Joint Local Plan, publication of the Harberton Parish Neighbourhood Plan and the 'have we got it right' consultation will have to be delayed until the Joint Local Plan consultation process enables more clarity. **It was AGREED** that a statement should be put on the website.

**Action: CAT** agreed to request that Charlie publish a statement to that effect.

## 7. Consider following invitations:

- 7.1 6.45pm 19<sup>th</sup> July Totnes Civic Hall, Consultation It was agreed that Ginny Davidson and Nuala McDonnell would attend. Cat was asked to send a reminder around to the full steering group. It was reported that Cllr Geoff Broom would go.
- 7.2 6.45pm 28<sup>th</sup> July Follaton House, Neighbourhood Plan Groups Workshop It was agreed that Ginny Davidson and Nuala McDonnell attend. Cat would send a reminder to the full steering group.

## 8. Review draft Neighbourhood Plan chapters

Chapters were not discussed in depth, but the following comments were noted:

### Housing Chapter

**It was AGREED** to include the following wording in H1 aii. *This is included as an exception site in view of the fact that it is to provide for self-build affordable housing.*

Housing site 9 housing chapter is wrongly marked on the map as it includes a field on the west that was not included in consultation and should be removed.

## 9. Any other business

Green Spaces It was commented that the provision of green space is underdeveloped within the HNP and should be more overtly covered. It was commented that identification of green spaces is referred to within the Joint Local Plan.

Next steps Whilst the development of plan policy will be delayed due to Joint Local Plan consultation, the Steering Group can continue to gather evidence towards production of appendices for the HNP. **Action: GINNY** agreed to send a reminder to the steering group to work towards production of the appendices.

## 10. Confirm date of next meeting 7pm, Thursday 29<sup>th</sup> September