

Harberton Parish Neighbourhood Plan (HNP)

Meeting of the Steering Group

7.00pm, Thursday 27th October 2016 Harberton Parish Hall

In attendance: Ginny Davidson, Stanley Oldfield, Sally Lougher (late), Nuala McDonnell, Alex Williams, Charlie Wynne

Formal apologies: Roger Hands, Peter Kirkham, Dennis Smith,

Absent: Anton Fitzpatrick

Minutes secretary: Cat Radford

Agenda

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

1.1 **Record of two consecutive meetings missed** It was noted that Anton Fitzpatrick had missed five consecutive meetings, and Peter Kirkham had missed three consecutive meetings.

2. Declaration of Interests

Name	Item	Detail	Action Taken
Charlie Wynne	7.3	Purchase of fields in Follaton for potential development.	See below.

Charlie removed himself from the position of Chair of the HNP Steering Group to read a prepared statement, in which he proposed that as the questionnaire version of the map for site 9 (at Winsland House) had not included two adjacent fields that had been included at other stages of consultation and on the website, that either a 'site 10' of those fields be introduced to the plan, or that the text for site 9 reflects that '**two fields were not included in the questionnaire, but have been included in the consultation process**'.

Following discussion, it was agreed to defer discussion on this topic to a future meeting to allow:

- Ginny Davidson to consult with the housing working group, (Martin Clayden and Simon Blackler) as to when and why the fields on either side of the Winsland House site were removed from the draft plan.
- an opportunity for comment from the Parish Council when reviewing the most recent draft of the HNP at the meeting of 8th November 2016.
- a greater number of steering group members to participate in discussion (as several apologies had been received at this meeting).

It was suggested that Charlie Wynne should not participate in this discussion, or vote on the outcome, having declared an interest. It was also suggested that other members of the steering group or Parish Councillors with an interest in housing sites should not participate in discussion or vote on the subject. The clerk suggested that she receive some advice on protocol.

3. **New members to the steering group** Stanley Oldfield and Alex Williams were nominated, seconded and unanimously elected to the steering group.

4. **Consider approval of minutes of the last meeting** It was **AGREED** to sign the minutes of the meeting 29th September 2016 as an accurate record.

5. **Actions from minutes not included elsewhere on the agenda**

Gathering data on Road Traffic Incidents within the Parish Ginny reported that the records available only go back to 2011. It was agreed that data needs to be collected much earlier than that. In discussion, members of the steering group were aware of more serious accidents than appear on this record. Ginny will continue collating evidence.

Joint Neighbourhood Plan steering group meeting The District Councillor had been in contact with representatives from Totnes and Dartington Neighbourhood Plan committees

and Development Management officers to agree a meeting date at which to discuss development in Follaton but no mutually convenient date had been found. Cat collected suitable dates from the steering group to forward. Steering group members agreed to attend an open meeting held by Dartington Neighbourhood Plan committee on 7th November 6pm – 8pm.

6. **Receive update from Parish Council meeting** It was noted that it had been suggested that the draft plan as signed off at this meeting of the HNP steering group be circulated to the Parish Council to receive specific comments at the Parish Council meeting of 8th November 2016.

It was reported that the Parish Council has been considering a possible flood relief scheme in the Ford Farm area of Harberton. Following a meeting with Devon County Council officers cllrs were now expressing reservations for the efficacy of the scheme and had concerns it may cause new flooding problems further downstream. The clerk reported that affected residents had concerns for any future upstream housing development, which the HNP committee may wish to take into account through policies on flood risk.

7. **Review latest draft of the HNP in order to consider suggested amendments and identify aspects of the HNP that require further evidence within appendices**

All members of the steering group had received a revised draft of the Neighbourhood Plan in advance of the meeting, with tracked changes, as prepared by Nuala. **It was AGREED** to accept all changes as proposed, unless stipulated otherwise below. Further comments on the text were collated and listed:

7.1 **General Comments**

It was suggested that policies are lost amongst the background a supporting information and could be included in a policy summary. Following discussion **it was AGREED** to keep the policies in context.

7.2 **Introduction**

P1 - Alter date to 31 December 2034 to enable the plan to be effective for at least 15 years, should adoption be delayed until December 2017 by the Joint Local Plan process.

7.3 **Housing**

It was AGREED to discuss the Winsland House site map at a future meeting. It was recorded that having declared an interest, Charlie did not vote on issues within this chapter. P10 – change ‘vita’ to ‘vista’.

P14 – the main problem is the lack of winter light.

P15 – query Hernaford road or Hernaford lane **it was AGREED** to check and amend as necessary.

P15 – change to ‘on land previously identified’.

P17 – The bus stop should be removed from the map.

P17 - take out ‘This was a relatively popular site on our public consultation’, and begin ‘The northern edge...’ [...] ‘however houses here could be’

P17 - delete ‘a portion of this field could be used to make a bus stop’.

P16 - require map for housing site 5

P18 - require map for housing site 8

P18 – remove ‘however Harberton has a lively community which is willing to accept a small scale, continuing increase in size’.

P19 – on paragraph three remove ‘This is a site...’ and replace with ‘Site 9...’

P19 - on paragraph that begins ‘Housing here would benefit from proximity to the market town and bus and rail connections’. Remove ‘*This proposal ought to be refined in collaboration with the bordering parishes, because it will increase traffic on the Plymouth Road, which is already a major concern of people in Follaton*’. Continue sentence ‘*Expansion of Totnes along the valley containing the railway line and two parallel two lane roads*’ remove ‘*seems a sensible way to go*’ and replace ‘*It will*’ with it could relieve pressure on Dartington to merge with Totnes..’

P19 - Remove 'On site energy generation should also be included within the design and build, together with consideration being given to the be viable.'

P19. Remove - *but as previously stated it is by no means clear that the South Hams District Council will agree to it being included in this Plan.*

7.4 **Sustainable Energy**

P24 – amend to 'policies SE1 and SE2'

P25 - Remove 'Application forms should be sent to DIO-Safeguarding-Wind@mod.uk.'

7.5 **Social Amenities**

P28 - second paragraph add 'playing field'

P28 – change 'tiny' to 'very small village green'

Page 29 - Policy SA2 add 'subject to provision of sufficient off road parking'.

7.6 **Environment**

P33 – (*) should replace (**) in all cases for consistency.

P35 – remove extra '2'.

P36 – request that the map has a title and a key for coloured areas.

P37 – request that the map is enlarged and has a key.

7.7 **Ecology**

P41 – Policy EC1 bullet points should appear in the same box

7.8 **Heritage**

P42 – Query about use of words 'traditional' methods on the basis that some modern materials give better results and buildings may have been subject to change over the years. Comment to leave out the word 'traditional'. **It was AGREED** to flag this up with the Parish Council for comment.

7.9 **Economy**

Remove policy number E6 that begins '*supporting the conversion of existing residential buildings to B&B...*'

7.10 **Transport**

P52 – paragraph 4 add date to DCC count (*DCC count 2011*)

P61 – change to 'on to Monkey Oak'.

7.11 **Appendix** - was not discussed.

8. **Discuss and agree next steps**

It was AGREED

- That Nuala make the changes above to the draft plan.
- The plan is circulated to the Parish Council for comment in advance of the meeting of 8th November.
- A meeting is held with the neighbouring parishes as soon as possible to discuss development at Winsland House/Follaton site
- The appendices are to be discussed at the next meeting.
- Consider approach to 'Have we got it right' questionnaire at next meeting.

9. **Any other business**

It was commented that the freepost address as used by the HNP will not be available after the end of March.

10. **Confirm dates and times of future meetings.**

It was AGREED to re schedule the November meeting of the steering group to **1st December 2016, Harberton Parish Hall. 7pm.**

It was AGREED not to hold a meeting on the 29th December 2016.