

Harberton Parish Neighbourhood Plan (HNP)

MINUTES Meeting of the Steering Group

7.00pm, Thursday 27th April 2017 Harberton Parish Hall

Committee members in attendance: Ginny Davidson, Roger Hands, Sally Lougher, Stanley Oldfield, Dennis Smith, Alex Williams, Charlie Wynne.

Apologies: Peter Kirkham, Nuala McDonnell

Public: Mandy Goddard, Neighbourhood Planning Officer, South Hams District Council, Graham Swiss Specialist (Strategic Planning) Place & Strategy, South Hams District Council

Minutes: Cat Radford

Agenda

1. **Apologies** were received as above

1.1 **Record of two consecutive meetings missed** none

2. **New members to the steering group – consider electing new members to the steering group** none

3. **Declaration of Interests: To declare any interests (nature and scope) on items on the agenda**

Following the clerk's circulation of relevant forms, Alex Williams submitted declaration of interests to the clerk. It was noted that Ginny Davidson, Nuala McDonnell and Charlie Wynne had already completed declaration forms as Parish Councillors. Cat agreed to recirculate the forms for submission by the remaining members of the steering group.

It was noted that the following interests were declared at the meeting as relevant to the agenda.

Name	Item	Detail	Action Taken
Charlie Wynne		Owner of land in Follaton for mixed use development.	Noted

4. **Consider approval of minutes of the last meeting** It was **AGREED** to sign the minutes of the meeting of 30th March 2017 as an accurate record.

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

5.1 Website update It was reported that the website had been updated. Charlie agreed to look through the housing section to check that the downloaded version is the same as the housing section published within the pages of the website.

5.2 Gathering data on Road Traffic Incidents within the Parish It was reported that current information available shows 11 accidents recorded by the Police in the Parish between the end of December 2012 and end of December 2015 and that up to date information will be available at the end of May. A that a collision data request form will be submitted. It was commented that it is possible to request information about causation. It was noted that Roger had produced a visibility report, taking into account splays at junctions and management of the verges.

5.3 List of protected areas In process.

5.4 Review housing numbers from site 3 In process.

5.5 South Hams Strategic Environmental Assessment and Habitats Regulations Screening Assessment Mandy Goddard commented that it is no longer necessary for Neighbourhood Planning groups to submit the standard form as produced by SHDC. The HNP can simply make an email request to the Local Authority to produce a screening opinion, sending in the most recent draft of the plan once reasonably sure of the policies included.

6. **Discussion with South Hams District Council Neighbourhood Planning Officer and Strategic Planning Specialist**

Discussion focused on the following major topics:

Drafting policies and actions/aspirations

- It was advised that some policies as written within the HNP are not planning issues and therefore out of the scope of a Neighbourhood Plan. It was advised that non-planning issues of importance to the community can be included in a Neighbourhood Plan, but should be

written as 'actions' or 'aspirations', and not policies. This would apply to anything that cannot be enforced or controlled through planning.

- It was advised that it needs to be clear both to the inspector, to the public and anyone picking up the policy for purposes of development which items are 'policies' and which are 'actions' or 'aspirations' by use of text boxes or colour coding or other formatting.
- The steering group was signposted to the 'Writing Planning Policies' document as published by 'My Community'.
- It was advised that policy within the HNP does not replicate existing national or local policy. Whilst it was acknowledged that local or national policy is re-emphasised in narrative text, policies written should add something rather than duplicate.

Proposed transport policies

- It was advised that as management of the road network is not a planning issue, such management issues (such as speed management) are out of the scope of the Neighbourhood Plan and therefore should be written as 'actions' or 'aspirations' and not 'policies'.
- Those issues that might be relevant to refer to within policies might include physical alterations to the highway, such as creation of or improvements to a junction, creating a safe footway/crossing of the highway or a car parking facility to make a development satisfactory.
- It was commented that the HNP could include a policy requiring that sites of a particular size must undertake a traffic survey before they are approved.
- It was advised to engage with the Highways Authority on any policy proposals, aspirations or actions to incorporate their view, particularly on suggested criteria to deal with traffic implications of proposed housing sites.

Proposed housing sites

- It was advised that the Steering Group should consult the Highways Authority on any proposed housing sites.
- SHDC officers made it clear that the proposed allocation of the Winsland House site at Follaton was considered to be in conflict with the Joint Local Plan and would not be supported by SHDC. The following issues were cited:
 - Due to its position, development of this site would in effect be an expansion of Totnes into agricultural fields/the open countryside.
 - There are considerable planning constraints, including the position of a listed building.
 - It was commented that there is no land within the developer's control that can resolve Highways Authorities objections.
 - It was commented that the HNP should look to the two village settlements for housing sites, as everything else is considered open countryside.
 - The Totnes Neighbourhood Plan does not support the site.
- Members of the Steering group commented in reply:
 - Whilst Totnes Neighbourhood Plan does not support the site, development has not been out to local consultation in Totnes. SHDC officers commented that the site could not be included in Totnes Town consultation as it is not within the Parish.
 - Dartington Neighbourhood Plan group are in support of this strategic site.
 - It was understood that a site could not be rejected due to a highways issue.
 - The Winsland House site has been given strong support through public consultation
 - This is the only site within the Parish large enough to support affordable homes, which is a high priority for the community.
 - Many of the proposed sites in this rural parish could be considered to be in open countryside
- SHDC Officers suggested the steering group consider further Community Led Housing initiatives in order to deliver affordable housing in the Parish.
- The proposed site at Dundridge Yard caused concern as it is separated from Harberton and in the open countryside, regardless of its proximity to Dundridge House and Stables.
- It was commented that if not an adequate number of viable sites come forward, the Neighbourhood Plan would have to rely on exceptional departure sites to meet housing number requirements.

Site Assessment

- SHDC officers commented that Neighbourhood Planning groups should undertake detailed and rigorous assessments for each proposed site to show that they are broadly viable. A Neighbourhood Plan should show if there are any headline issues that might prevent

development. Mandy agreed to circulate guidance towards a survey framework along with examples of good practice.

- The Steering Group commented that it had been understood that it was the job of SHDC to carry out site assessments through the SHELAA. It was confirmed this was not the case.
- It was commented that a site survey could show that a site is deliverable beside its constraints
- SHDC officers commented that the steering group could apply for a 'DCLG Technical Support Package' for support in delivering site assessments.

Other policy issues:

- It was commented that Affordable Housing policy H2 is out of date. The new threshold in the JLP for affordable housing is 30% and it was advised the HNP match this.
- Policy H3 references 'three' main settlements, perhaps a typo from 'the main settlements'.
- It was commented that there should be evidence based justification when seeking to require something through policy, such as the requirement in policy H7 for provision of green space. It was commented that developments could contribute to a communal green space, but the steering group should consider evidence of need, identifying who will assume responsibility for management.
- Second home ownership within the parish would not be considered a high enough percentage to warrant a policy.
- Policy EC2 was raised as stepping outside the remit of the plan and the concept of 'planting three trees for one felled' was queried.
- The reference to inclusion of the Parish in a new Area of Outstanding National Beauty/National Park shouldn't be a policy but an aspiration, if considered relevant to cite at all. There was a comment about inclusion of issues within consultation that raise expectations beyond the reach of the Neighbourhood Plan.

Examination process

- It was commented that SHDC will appoint an independent examiner, in agreement with the Parish Council.
- If the HNP puts forward the site at Winsland House there is the possibility that SHDC makes the assessment that it cannot support the plan when it goes to examination. In this case, it would be up to the examiner to decide, taking all comments into account.
- If the examiner didn't pass the plan, the HNP could not go to referendum, and the plan either redrafted or abandoned.

SHDC officers were advised that the next stage was a further consultation in order to seek community response to proposed policies prior to finalising a draft for formal regulation 14 consultation.

SHDC officers offered written comments on this informal consultation draft.

SHDC officers were thanked for their time and the meeting was closed with no further discussion.

7. Receive update from Parish Council meeting Not discussed.

8. Consider any revisions to the Plan Not discussed.

9. Consider accepting draft appendices Not discussed.

10. Discuss 'Have we got it right' consultation process Not discussed.

11. Any other business Not discussed.

12. Confirm date and time of the next meetings

Thursday	25	May	2017	7.00 - 9.00	Harberton Parish Hall
Thursday	29	June	2017	7.00 - 9.00	Harberton Parish Hall