

DRAFT Minutes

Harberton Parish Neighbourhood Plan (HNP)

7.00pm Thursday 25th January 2018 Harberton Parish Hall

In attendance: Geoff Broom, Ginny Davidson, Roger Hands, Sally Lougher, Nuala McDonnell, Stanley Oldfield, Charlie Wynne.

Apologies: Alex Williams

Public: Chris Edwards and Louise Fisher

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** There were none.
3. **Declaration of Interests: To declare any interests (nature and scope) on items on the agenda.**
Stanley Oldfield completed and submitted a declaration of interests form.

Name	Item	Detail	Action Taken
Geoff Broom	9	Owner of housing site 4	Steering group members are given the same provision to speak as members of the public, but do not vote on issues relevant to sites on which they have an interest.
Roger Hands	9	Chartered Surveyor with potential business interests in the area	Steering group members are given the same provision to speak as members of the public, but do not vote on issues relevant to sites on which they have an interest.
Charlie Wynne	8, 9	Owner of land adjacent to housing site 9	Steering group members are given the same provision to speak as members of the public, but do not vote on issues relevant to sites on which they have an interest.
Chris Edwards and Louise Fisher (not steering group members)	9	Owners of Site 7	Noted.

4. **Consider approval of minutes of the last meeting** Revisions were made to the minutes, following which they were approved as an accurate record.
5. **Actions from minutes not included elsewhere on the agenda** None
6. **Consider comments from website**
There were no comments.
It was AGREED to zip the website archive for download.
Charlie agreed to look into Google Analytics for the website.
7. **Parish Council**
 - 7.1 Receive update from Parish Council meeting
 - 7.1.1 *HPC letter re Zebra Crossing.* It was reported that the Parish Council had received a letter from a Harbertonford resident describing an incident in which pedestrians on the zebra crossing in Harbertonford had a near miss with a police vehicle. The vehicle was travelling at speed with flashing lights but no warning siren and overtaking a queue of waiting northbound vehicles. The letter commented that the incident demonstrates how dangerous the current designated pedestrian crossing is, and trusts that the report can be used to good effect when an opportunity arises. The Clerk had forwarded the letter to the Police and to Devon County Council.

7.1.2 *County Council Accident Data* It was reported that the County Councillor had provided a link to an interactive map showing accident data across the county. It was commented that this map highlighted accidents on the Higher Plymouth Road as well as on the A381. There was a discussion about the relevance of speed restriction within Neighbourhood Plan. Advice from the Planning Portal was quoted: "*neighbourhood planning can inspire people and businesses to consider other ways to improve their neighbourhood than through the development and use of land. They may identify specific action or policies to deliver these improvements*". Traffic calming initiatives could form section 106 agreements. **It was AGREED** to review the traffic section to address the Higher Plymouth Road. **ACTION: Ginny and Geoff.**

7.2 Notification of new Terms of Reference for the Neighbourhood Plan Steering Group

The committee was advised that the Terms of Reference for the Neighbourhood Plan Steering Group had been revised to acknowledge the status of the group as an advisory committee of Harberton Parish Council and to reinforce the importance of declaring interests. Members of the HNP Advisory Committee are required to declare their interests. If they don't, then sanctions will be imposed. All business of the HNP shall be conducted in as transparent a manner as executive committees of the Parish Council.

8. Status of the two fields adjacent to the Winsland House site

Members of the steering group were reminded that site 9, referred to as the Winsland House Site, originally included three fields. At the time of circulating the consultation questionnaire to Parish households, the map that was produced for site 9 only included 1 of the original 3 fields. There was no minuted agreement to do this, and therefore in December 2016 the HNP steering group resolved to include a specific question in the next round of public consultation about the larger site. It has been proposed that more clarity surrounding the status of site 9 be agreed to enable more accurate information to be reflected within the draft plan and on the website. It is noted that the three fields within site 9 are all under different ownership.

After discussion **the following was AGREED:**

- i) To separate the three fields in Site 9 as A: Winsland House. B: Railway field, C: Cottage field
- ii) To make it clear within the draft plan that respondents to the 2015 questionnaire only consulted on site 9A
- iii) To undertake separate site assessments for sites 9A, 9B and 9C.
- iv) The next round of public consultation should include opportunity to comment on sites 9B and 9C.

Action: Ginny agreed to draft wording for the website to reflect the above decision.

9. Plan revisions

9.1 Receive results of review against local, regional and national policy In process.

9.1.1. *Comments on Housing Section* Geoff had circulated written comments for discussion in advance of the meeting, suggesting that as the Joint Local Plan (JLP) does not identify the Follaton site for housing development there is a chance that the inspector at the Neighbourhood Plan inquiry may reject the plan as it stands as it is not consistent with the JLP. Geoff's paper suggested the committee consider changes to the housing section as follows:

- *The public consultation showed support for some development in Harberton and Harbertonford*
- *The Community Council of Devon review in March 2013 indicated a need for dwellings to meet local demand for affordable housing*
- *The public consultation indicated support for affordable housing to provide both starter homes and properties suitable for elderly residents to downsize within the two villages.*
- *The NP identifies sites in both villages for housing development to meet local needs.*
- *The individual sites indicating capacity, constraints and preferred outcomes need to be indicated*
- *Future possibilities include the Follaton site for substantial development should the need for additional development to meet unforeseen future demand in the area arise as a consequence of monitoring of the JLP by the Local Planning Authority*

In discussion the following comments were made:

- It is premature to disregard Follaton until the JLP has been through inspection
- Developments elsewhere are not delivering results for affordable housing. It is not desirable for people to move out of the villages, but the plan needs to create a balance of opportunities for Harberton Parish residents
- It is thought that the inspector would not simply throw out the plan, but that there would be some back and forth on issues.

It was AGREED to request a meeting with the newly constituted Totnes Neighbourhood Plan group, to discuss questions and concerns about the proposed development at Follaton without prejudice. **ACTION: Ginny** to make an approach.

- 9.1.2 List of conditions** It had been discussed at a previous meeting to create a list of suggested conditions for development on each site that the Parish Council could apply as a statutory consultee to the Planning Authority. Following discussion, **it was AGREED** to create a list of aims and expectations for each site.
ACTION: Sally, Ginny, Stanley, Nuala to move this forward as they have no interests to declare in the sites.

The following example 'aims and expectations' were proposed for Site 2:

As the site is in the centre of the village, development is to be of very high-quality design, sympathetic and in keeping of the character of the village. Provision of green space along the river. An element of public parking to be provided at the entrance to the site. To resolve issues with access. Provision of a water trough in the field above the site. Up to 12 houses might be acceptable with a mix of housing including affordable and social housing as part of the development.

Roger agreed to circulate a link to a document showing statistics for housing demand in the South Hams, that included reference to number of rooms.

9.2 Continue review SHDC officer comments on draft plan

Page/Policy number	SHDC Officer comment	HNP response
P10 Visual Amenity	Have you undertaken any landscape assessment work? This would be useful as evidence to back up a policy here.	The HNP is relying on Devon County Council's own landscape characterisation documents.
P12 Housing Site 1	No need to mention sites that are not supported within the text of the NP. This should be covered in a site assessment doc which will be part of your evidence base.	The garage is such an important facility to the village the HNP would be reluctant to see it closed, and therefore considered important to state this within the Neighbourhood Plan. It was AGREED to leave wording as it is. It was considered that if something is important, it should be included within the housing section. It was suggested to list the filling station, shop and school as sites that the community intend to protect as community assets.
P21 SE1	Refer to JLP DEV34 - DEV36. Are you adding something to these policies? 'Conservation policies' Which particular policies?	Current wording in the JLP is deficient. Agreed to reference numbers ACTION: Nuala

10. Agree next steps/next meeting agenda Not discussed

11. Any other business.

- 11.1 Site 7 Owners of the site, Chris and Louise, gave the update that the area of the land they are interested in developing is in flood zone 1. Consultants are being engaged to do a levels survey of the field and to identify if there is anything that can be done on the land to reduce flooding at Ford Farm. The steering group was asked what information would be useful to be provided in relation to proposed development. The following points were suggested:
- Impact of development on future flooding
 - Provision of car parking for the village.
 - Whether development would impact on SuDS measures.
 - More data on the flow of the stream would be useful.

12. Confirm date and time of the next meeting 7pm Thursday 23rd February 2018