

<p>7. Parish Council It was noted that the monthly HNP report to the Parish Council had included reference to inclusion of the school catchment area within the site assessment, which was well received by Parish Councillors.</p>		
<p>8. Comment on/Review documents referred to by SHDC Officers:</p> <p>8.1. <u>Failed South Milton Neighbourhood Plan</u> Some steering group members had reported reading the plan, commenting that the plan does not have much similarity to the HNP; policies are worded very differently. It was noted that it was the examiner's comments on the plan that would be of interest to review. SHDC officers will be chased to forward this (see item 9.2).</p> <p>8.2. <u>Successful Neighbourhood Plans: Ivybridge, Ugborough, Newton Ferrers and Noss Mayo.</u> Some members of the steering group reported having reviewed one or more of these plans and others would continue to review them over the coming weeks. It was noted with interest that the Ugborough Parish Neighbourhood Plan does not include any reference to development sites.</p> <p>8.3. <u>Comments received from officers on draft plan.</u> A copy of the plan with annotations made by one of the Development Management Officers at SHDC had been circulated to all members. Whilst steering group members did not always agree with some of the comments on the plan, members felt that comments were generally useful and constructive. It was discussed that some of the issues raised on the plan could be resolved by more successful formatting and design. See point 10 below where pages 5-9 are reviewed.</p>		
<p>9. Consider draft letters to South Hams District Council</p> <p>9.1. <u>Letter of complaint</u> the steering group reviewed a draft letter of complaint following the recent meeting at Follaton House. It was agreed that as the steering group is a sub-committee of the Parish Council that this should not be forwarded until the Parish Council has had the opportunity to review the contents. As Parish Clerk, Cat agreed to add this as an agenda item to the September meeting of the Parish Council.</p> <p>9.2. <u>Letter of actions</u> The steering group reviewed a draft letter of actions for SHDC officers following the recent meeting at Follaton House. It was agreed to focus on two core actions:</p> <p>i) To forward to the HNP steering group the examiner's report on the failed South Milton NP.</p> <p>ii) To provide HNP steering group with copies of the complete correspondence between Mr Swiss and Highways regarding the draft HNP chapter on Transport.</p> <p>It was agreed that the correspondence include reference to receipt of written comments as provided by the SHDC officer.</p> <p>It was AGREED that the message be sent by Cat as minutes secretary to the HNP and Parish Clerk.</p>		
<p>10. Consider revised housing chapter</p> <p>10.1. It was reported that Charlie had made the alterations to the plan as agreed at the last meeting, however on review it was noted that those alternations had been made to an earlier draft of the plan. ACTION: Charlie agreed to make the alterations to the most recent iteration.</p> <p>10.2. The steering group then reviewed the Housing Chapter (pages 5 – 9) referring to comments received from the SHDC Officer Duncan Smith and to comments sent by Geoff Broom. See amendments below:</p>		
Page	SHDC officer comment (on April 2018 draft)	HNP response/amendment
5	NA	It was noted that the narrative was out of date. It was agreed to refer to CLT planning application of 12 homes being in process.
5	'Core Strategy (the DPD for rural areas) to be changed to Rural Areas Site Allocation DPD	Accepted
5	NA	It was noted that the narrative was out of date. Agree to use past tense and refer to 'the previous development plan' and add ' <i>the old mill site on Woodland Road earmarked for up to 10 dwellings has developed 7 to date.</i> '
5	'Substantial housing development undertaken in Totnes add ' <i>which has largely been completed</i> '	Accepted
5	NA	'...indicated a need for 28 new dwellings' add ' <i>in the Parish</i> '

5	Ref paragraph 'An independent review [...] Follaton in Totnes (Winsland House)' Comment: This section is setting out the evidence of need and demand. There is no need to identify site or sites. This is best left to the 'allocation' section.	Alter thus: ' <i>including Community Land Trusts development at Harberton</i> ' Remove sentence 'and the potential development site adjacent to the houses at Follaton in Totnes (Winsland House).'
6	Constraints on site provision. Comment This section needs to be update to reflect the JLP	Agreed to request more information and advice – which section of the JLP and where can it be found?
6	'the single track roads within a between the villages do not have the capacity for significant increases in traffic and so that any larger housing developments will need to be close to the A381 and to Plymouth' Comments: This needs to be evidenced	It was commented to undertake an assessment of lanes as per the Ugborough Parish Neighbourhood Plan. Stanley agreed to mark pinch points on a map of Harberton and Roger on a map of Harbertonford. It was noted that residents have experience of rebuilding walls due to traffic damage that could be used in evidence. It was agreed to take photographs of congestion and vehicles stuck at pinch points.
6	Reference to paragraphs <i>It also identified land [...] revision to the development boundaries of the villages</i> ' Comment: 1 needs to be updated to reflect the JLP. 2. Mention of Winsland House should be dealt with under the 'Allocations' section.	Commented that the text is in italics as the JLP is not yet agreed and cannot update until it is. Can the officer advise on an update please?
7	Housing Site Popularity Comments: 1: Did you carry out a 'call for sites'? 2. Did you formally assess the site identified? 3. A transparent evidence base is necessary/	<ol style="list-style-type: none"> 1. Yes. At the beginning of the process. At the open days. When the questionnaire was circulated. 2. Yes, using two site assessment models as provided by SHDC. 3. This section will be reordered under a new heading 'Site Review Methology' that will include references to the processes: Call for sites Preliminary assessment was made Sites that were then put to the public through open days, and questionnaire. Site assessments were then completed. <p>The full 'site assessment' table will appear at the end of this chapter, accompanied by the 'housing site popularity' table.</p>
7	Popularity is a factor in consideration but does not outweigh evidence base	The purpose of Neighbourhood Planning processes is to take into account views of the community as it represents people of the Parish. However it was agreed to reorder this section to raise the profile of the evidence base.
7	Policy H1. Comment: 'We will assist rewording this policy once a proper/reasoned evidence base has been preapred'.	Advice at this stage would be welcomed. It was noted that Geoff had also made some suggested amendments to the policy, which will be reviewed once the site assessments have been finalised.
8	Affordable housing: Add reference to Community Lead Housing	No agreement made at this time.
8	Affordable housing: 'Devon rule' Comment: Allocation method need to be checked	
8	Bullet points: Comment: Local connection criteria set elsewhere, not in the Neighbourhood Plan	Comment that it is of high importance and therefore could be reiterated? Further work to be done here.
8	Policy H2 Comment: This is not consistent with National Guidance nor the JLP.	It was agreed that ROGER rework this paragraph to refer to national guidance. Example " <i>including social housing, should be atleast in accordance with ... national guidelines</i> "

8	Location of development replace 'space' with ' <i>land for housing development</i> '	Accepted
8	Reference to 'three large settlements' Comment 'this is inaccurate and needs simply to relate to what is in the NP boundary.	Remove reference to 'three large' and replace with 'principal' settlements. Remove 'which include Follaton just over the Parish border.'
8	Policy H3. Comment: Two? (settlements)	Remove reference to any number of settlements.
8	Policy H4. Comment: This policy needs to reflect the content of the JLP. We can advise.	Advise would be very welcome. Please provide more information.
9	Policy H5 v. Reference to car parking spaces. Comment: Needs to be justified and also take account of development such as flats.	See notes about collation of evidence base of traffic/transport issues to justify need for off street parking above. It was commented that the HNP would expect any development of flats would also include car parking for a minimum of 2 off street parking spaces.
9	NA	Planning permission 'should not' to replace 'will not'.
11. Consider 'Conditions' document Not discussed		
12. Consider 'Methodologies' document draft Not discussed		
13. Consider 'Glossary' document Not discussed		
14. Agree next steps/next meeting agenda Not discussed		
15. Any other business Not discussed		
16. Confirm date and time of the next meetings 7pm Thursday 27 th September 2018, Harberton Parish Hall		