

Harberton Parish Neighbourhood Plan (HNP)

Meeting of the Steering Group

7.00pm, Thursday 26th February 2015 at Harberton Parish Hall

Present: Simon Blackler, Julian Holland, Peter Kirkham, Nuala McDonnell, Chris Tickner, Sally Lougher, Dennis Smith, Alex Williams, Charlie Wynne (Chair)

Apologies: Geoff Broom, Ginny Davidson, Shona Duncan, Anton Fitzpatrick, Denise Hawkins and Lorraine Osborne.

Minutes: Cat Radford

Charlie Wynne welcomed everyone to the meeting and reported that the Parish Council wished to thank the 17 members of the steering group who have done a lot of work in the last few months and to welcome new members.

1. **Apologies** As above
2. **Minutes of the last meeting.** The minutes were signed as an accurate recording of the meeting.
3. **Actions from minutes not included elsewhere on the agenda.** Denise Hawkins will be applying for funding in April.
4. **New members to the steering group.** Peter Kirkham and Sally Lougher were voted onto the steering group. It was reported that Geoff Broom had stepped down from the Steering Group. Charlie had thanked Geoff and Tim by email for the excellent and thorough work over the last few years, commenting that the enormous extent of work and commitment given to the project was evident when going through the extensive information on the website.
5. **Agree Neighbourhood Plan timetable (taking into account SHDC Our Plan timetable)**

The updated **Local Plan** timetable follows:

October 2014 – May 2015 Write policies and strategies for Our Plan

January – May 2015 Identify our development needs for South Hams

June – September 2015 Informal consultation on the development strategy and options for development

November/December 2015 Consultation on proposed plan

April 2016 Submit plan for independent examination

A timetable for the Harberton Parish Neighbourhood Plan was agreed following discussion about holding 4 workshops in May. **It was RESOLVED** that there would be a table for each of the major sections of the plan at the workshops.

Timetable for Harberton Parish Neighbourhood Plan

March – May Review each section prior to the consultation workshop.

5 – 8pm Thursday 7th and 14th May (subject to availability) Consultation workshop (Harberton and Harbertonford)

2 – 6pm Saturday 9th and Saturday 16th May (subject to availability) Consultation workshop (Harberton and Harbertonford)

End of June Send draft plan to South Hams District Council for comment

September Present revised plan to the community for consultation

October Prepare reviewed plan for South Hams District Council

December Submit Harberton Parish Neighbourhood Plan to the inspector.

Further to this, it was agreed that consultation should be undertaken in places that members of the public frequently visit and/or congregate such as:

Undertake consultation outside the Harbertonford Village Shop

Visiting the pubs

Having a stall at the Harberton Strawberry Fayre (Saturday 20th June)

Having a stall at a primary school event (potentially Easter Egg hunt in March)

Attending a Harbertonford Village Breakfast

Attending the Harberton Dog Show.

- Cat agreed to make booking enquiries for the proposed workshop dates.
- It was agreed to consider a detailed timeline for publicity and promotion at the next meeting.
- It was discussed how the workshop should be different from the last and how to frame the workshop to encourage members of the public to attend a second session. i.e. that the Neighbourhood Plan had been reviewed since the last consultation and ready for further public comment. It was suggested that there should be a summary of the issues that came up at the last consultation and propose some solutions to areas of concern (i.e. tree planting programme as part of flood prevention strategy).
- **It was RESOLVED** that the housing working group would discuss workshop strategies to make a proposal to the steering group.
- **It was RESOLVED** that all members of the steering group send a minimum of three consultation questions on each heading (i.e. Housing, Economy, Transport and Social Amenity, Sustainable Energy and Economy) to Cat by Wednesday 16th March for circulation prior to the next meeting.
- It was suggested that Denise be asked to prepare a funding application before April.

6. Topic discussion/reports from task groups:

a. Sustainable energy – Review of current published chapter

There was support for the reviewed Sustainable Energy chapter by those who had read it. It was agreed to vote on the sustainable energy chapter as the definitive draft at the next meeting.

b. Economy – Includes tourism, farming sub topics

Nuala had circulated revised figures for tourism. There was discussion regarding the figures and how they have been extrapolated. It was commented that it would otherwise be difficult to quantify the impact of tourism on the local economy.

Nuala agreed to look into figures regarding silver pound but would like another to volunteer to take on the section on farming. It was agreed to ask if any Parish Councillors would be willing to join a farming chapter working group.

c. Social Amenity – green lanes and footpath inclusion

- Anton had prepared a list of all designated footpaths, byways and un-classified roads and had prepared an OS map for view. **It was RESOLVED** all routes would be included in the tranquillity section.
- It was proposed to include start and end coordinates for footpaths, byways and unclassified roads and to procure a centred map for the purposes of displaying at workshops.
- Simon agreed to get a quote for large scale digital ordinance survey map of the whole parish.
- It was proposed that Social Amenity and Transport sections should be merged into one chapter to enable simple cross referencing between identified needs for transportation and leisure cycling/walking.
- Peter Kirkham and Alex Williams agreed to lead the Amenity and Transport Working Group and will invite Anton Fitzpatrick to join them.
- It was agreed to include Heritage Assets within the Amenity and Transport chapter. The working group will contact members of the community who would be able to contribute to this section.

d. Consultation, engagement, website and communications

It was RESOLVED to make the Principles as adopted by the Steering Group on the meeting of Tuesday 2nd December prominent on the website.

All members of the steering group were invited to view the website and make comments.

Comments were made about consistency when viewing the maps on the site.

i. Scope out Facebook strategy This item was postponed.

e. Housing Discussed during timetabling.

7. Meetings – reports from and invitations to Not discussed

8. AOB No items were raised.

The meeting was closed 9.10pm