

## Harberton Parish Neighbourhood Plan (HNP) Steering Group Meeting

7.00pm Thursday 1<sup>st</sup> November 2018 Harberton Parish Hall

### Minutes

In attendance: Roger Hands, Sally Lougher, Nuala McDonnell, Stanley Oldfield, Charlie Wynne.

Public: Charles Uzzell, Michael Drake

Apologies: Ginny Davidson Alex Williams.

Not in attendance: 0

Notes: Cat Radford

### Public session:

- Before the public session it was made clear that the meeting with the members of the public present would be conducted wholly without prejudice.
- Two representatives of Eden Land, the consultants working on the Winsland House development, attended the meeting to give two updates:
  - It had been noted through reading minutes of the HNP meeting that a South Hams District Council (SHDC) Planning Officer has expressed views that the District Council can stop the production of the Harberton Neighbourhood Plan. Eden Land has obtained counsel's opinion that this is incorrect. The advice from the barrister has been shared with the HNP Group with permission to share widely should the group wish.
  - Eden Land has decided to delay the submission of a planning application for Winsland House until the HNP is submitted and the examiner's comments have been received. It was confirmed that the HNP will not be submitted until the Joint Local Plan (JLP) has been accepted, however the HNP Steering Group would like to be in a position to submit at this point.

### Agenda

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| <p><b>1. Apologies</b> were received as above. It was reported that Geoff Broom has resigned from the Harberton Parish Neighbourhood Plan Committee.</p> <p><b>1.1 Record of two consecutive meetings missed – None</b></p>  |     |  |  |
| <p><b>2. New members to the steering group – None</b></p>  |     |  |  |
| <p><b>3. Declaration of Interests: To declare any interests (nature and scope) on items on the agenda.</b></p>   |     |  |  |
| Roger Hands  | NA  | 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  | N/A | Owner of land on site 9c and neighbour to site 9a and 9b         | 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. |
| <p><b>4. Consider approval of minutes of the last meeting</b> The minutes of the meeting on 27<sup>th</sup> September 2018 were signed as an accurate record with one minor amendment.</p>   |     |  |  |
| <p><b>5. Actions from minutes not included elsewhere on the agenda</b></p> <p><b>5.1. Letter of complaint to South Hams District Council</b> It was reported that the letter of complaint had been submitted and a response received, confirming that there will be a change of officer going forward.</p> <p><b>5.2. Acceptable evidence Ginny</b> agreed to ask Tom Jones at SHDC if documents produced by developers, such as the housing needs analysis document compiled by Indigo, can be included in the evidence base. <b>ACTION ongoing.</b></p> <p><b>5.3. Call to public for evidence Ginny</b> advertise a request for images of flooding and road congestion via Harberton village email circular and village life. It was reported that this had been done and one email received from a Harberton resident with information and some photographs with regard to flooding.</p> <p><b>5.4. Area of Greater Landscape Value</b> Sally presented a copy of the map of former Area of Greater Landscape Value (AGLV) to the meeting. <b>ACTION:</b> It was agreed that <b>Sally</b> send the PDF in which the map is published to <b>Cat</b> to isolate the map itself.</p> <p><b>5.5. Parish heritage evidence</b> It had been noted to request that members of the History Society could supply any documents relating to Parish Heritage – e.g. information about St Andrew's Well. <b>ACTION: Stanley</b> agreed to take this forward.</p> |     |  | <p><b>GD</b></p> <p><b>SL/CR</b></p> <p><b>SO</b></p>  |
| <p><b>6. Consider comments from website – None</b></p>   |     |  |  |

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| <p><b>7. Parish Council – Receive update from Parish Council meeting</b></p> <p><b>7.1. Parish Council’s recommendation on recording amendments to the draft plan</b> The Parish Council considered the two options discussed at the last meeting; to either contract the services of an administrator to update the plan on the HNP Groups behalf, or support the provision of equipment to update the plan during meetings. It was reported that the Parish Council had agreed that the draft plan be amended during HNP meetings, using a projector either supplied by Cllr Williams or Cllr Broom. The Parish Council has agreed to purchasing the Clerk a second computer so that minutes and amendments to the plan can be taken at the same time. It was agreed that the Clerk save each plan on the Parish Council's 'Live Drive' storage and circulate to all by email to be assured that records are kept safe.</p>  |                                      |
| <p><b>8. Draft Plan</b></p> <p><b>8.1. Consider and make revisions</b></p> <p><b>8.1.1.</b> Following her work in cross referencing the HNP with the JLP and the new National Planning Policy Framework (NPPF) Nuala had produced and circulated an annotated version of the plan. She was asked whether she had seen any clashes with national or regional policy and said that she had not noticed any (but looking for conflicts had not been the object of her review) <b>ACTION: Cat</b> to make additions to the most recent version of the HNP. <b>ACTION: Cat and Nuala</b> to compare various versions of the plan to produce a definitive up to date draft to bring to the next meeting for consideration.</p> <p><b>8.1.2. ACTION: Roger</b> agreed to propose alternative wording to policy H2 to cross reference with the JLP and NPPF but also to refer to whole houses.</p>   | <p><b>CR</b><br/><b>CR/NM</b></p>    |
| <p><b>9. Consider approach to updated Housing Needs Assessment</b></p> <p>Following Roger’s enquiries to SHDC, it was reported that it would cost the Parish Council £3371 plus VAT to produce a housing need survey for the parish of Harberton including Harbertonford.</p> <p>It was considered whether the HNP should make a request to the Parish Council to include this figure in the 2019/20 budget, or if funds could be sought elsewhere. It was suggested that the HNP could apply for use of the remaining £9000 of the Locality Fund available to the project, however it was expected that £6000 of this would be used on legal advice and £2000 for printing and circulation of the next round of consultation.</p> <p>It was commented that the 2014 Housing Needs Assessment is acceptable evidence under guidelines. The usefulness of an updated housing needs assessment was questioned.</p>   |                                      |
| <p><b>10. ‘Conditions’ document – update on progress</b> It was agreed that <b>Charlie</b> and <b>Roger</b> find a date to take this work forward and present back to the group at the next meeting.</p>   | <p><b>CW/RH</b></p>                  |
| <p><b>11. Format for ‘Have we got it right?’</b> Not discussed</p>   |                                      |
| <p><b>12. ‘Where we are’ – review and set actions and next meeting agenda</b> Not discussed</p>  |                                      |
| <p><b>13. Any other business.</b></p> <p><b>13.1. Dark Skies Policy</b> Following close reading of the JLP and NPPF it was noted that the Neighbourhood Plan could include a ‘Dark Skies’ policy. It was considered that this would be consistent with responses to the questionnaire. <b>ACTION: Nuala</b> agreed to draft a Dark Skies policy.</p> <p><b>13.2. JLP Consultation</b> Throughout the meeting members of the HNP steering group reviewed the contents of the JLP ‘Main Modifications’ and ‘Additional (Minor) Modifications’ consultation documents, following receipt of the examiner’s report. It was noted in cross referencing the various published documents that issues identified within the Schedule of Potential Modifications had not been included in the modified plan as published. <b>ACTION: It was agreed</b> that members of the HNP review the documents circulated and forward any comments to Nuala and Ginny to take to the Parish Council to consider as an official Parish Council response. The next meeting of the Parish Council is 13<sup>th</sup> November – comments would need to be forwarded before this date.</p> | <p><b>NM</b></p> <p><b>NM/GD</b></p> |
| <p><b>14. Confirm date and time of the next meetings</b><br/>7pm Thursday 29<sup>th</sup> November 2018 Harberton Parish Hall</p>  |                                      |