

## Harberton Parish Neighbourhood Plan (HNP)

7.00pm Thursday 29<sup>th</sup> November 2018 Harberton Parish Hall

### DRAFT Minutes

Present: Ginny Davidson, Roger Hands, Nuala McDonnell, Alex Williams, Charlie Wynne

Apologies: Stanley Oldfield

Not Present: Sally Lougher

Minutes: Cat Radford

Members of the public: 0

### Agenda

<p><b>1. Apologies</b> were received as above</p> <p><b>1.1 Record of two consecutive meetings missed</b> None</p>			
<p><b>2. New members to the steering group</b> – None</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> Following amendments, minutes of the meeting of 1<sup>st</sup> November 2018 were approved as an accurate record.</p>			
<p><b>5. Actions from minutes not included elsewhere on the agenda</b></p> <p><b>5.1. <u>Acceptable evidence</u> Ginny</b> had 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>ONGOING.</b></p> <p><b>5.2. <u>Parish heritage evidence</u> Stanley</b> had agreed to research and supply any documents relating to Parish Heritage – e.g. information about St Andrew’s Well. <b>ONGOING</b></p>			<p><b>GD</b></p> <p><b>SO</b></p>
<p><b>6. Consider response to comments:</b></p> <p><b>6.1. <u>from website</u></b> – None.</p> <p><b>6.2. <u>from letters/emails</u></b></p> <p><b>6.2.1. <u>Dundridge Yard</u></b> A letter had been received from the owner expressing frustration at the Neighbourhood Planning process. A number of steering group members commented that the owner had contacted them to discuss the issue. It was agreed to respond with the following comment: <i>The HNP is in draft and does not have legal force as of yet. The Harberton Parish Neighbourhood Plan Steering Group hope that it will be in place in 2019. The Local Authority could take notice of the emerging plan should they wish, but it is a matter for their judgement at this stage. The steering group is in consultation with SHDC and there are several points of difference between the two bodies. We hope that they will be resolved in due course. We understand that the process is as frustrating for you as it is for all the volunteers on the steering group.</i></p> <p><b>6.2.2. <u>Eden Land - Winsland House</u></b> Members of the steering group had received a copy of the letter sent by Eden Land to the Joint Local Plan (JLP) consultation, for information.</p>			
<p><b>7. Parish Council</b> – Receive update from Parish Council meeting</p> <p><b>7.1. JLP ‘Main Modifications’ and ‘Additional (Minor) Modifications’ consultation</b> It was reported that no individual members of the HNP had forwarded any comments on the consultation document to Ginny and Nuala to take to the Parish Council meeting. Following a report from members of the HNP on some of the details of the modifications the Parish Council resolved not to submit a formal response.</p> <p><b>7.2. Impact of modifications to housing numbers in sustainable villages</b> It was reported that the Parish Council had asked the District Councillor to comment on the impact on the examiner’s view that “<i>sites within the AONBs should be deleted as housing allocations</i>”, particularly if allocations to sustainable villages will be increased in order to accommodate the 400 dwellings intended for those areas. It was reported that the District Councillor had commented that the councils were confident that there was enough margin of error in the</p>			

<p>original calculations that there wouldn't be any requirement on the sustainable villages to absorb additional dwellings.</p> <p>Following discussion it was <b>AGREED</b> to ask for written confirmation from the Neighbourhood Planning Officer on this issue. It was also agreed to ask for confirmation on which sustainable village category the villages of Harberton and Harbertonford have been places (i.e. 2 or 3). <b>ACTION: Cat</b></p>	<b>CR</b>
<p><b>8. Draft Plan</b></p> <p><b>8.1. Consider adoption of updated plan</b> It was reported that Cat and Nuala had reviewed recent versions of the plan in order to develop a definitive draft. Cat had also been through a process of reviewing minutes from 1<sup>st</sup> December 2016 to date to double check that agreements made had been actioned within the text. The group went through each item and made the following agreements:</p>	
<p><b>Housing – Background and Local Need</b> Minutes of 15<sup>th</sup> March 2018 record that 'Small amendments were made to the introduction to make it more current. It was agreed to remove references to the name 'Winsland House' within the description. Railway field and cottage field were named within the 'Local Need' paragraph'</p>	<p>It was agreed to remove reference to Winsland House in both paragraphs but not to make reference to Railway and Cottage fields.</p>
<p><b>Site Methodology</b> Minutes of 3<sup>rd</sup> March 2018 record that 'It was agreed to amend policy H1 to '9a Winsland House at Follaton'. With the comment 'Note: To be amended following finalisation of individual site assessments and public consultation'</p>	<p>Agreed to action.</p>
<p><b>Location of Development</b> Minutes of 25<sup>th</sup> May 2017 say It was AGREED to add "And national policy in the NPPF" (this was in review of comments by Mandy Goddard) On Minutes of 7<sup>th</sup> December 2017 say Agree to include JLP and NPPF</p>	<p>Agreed to action. Agreed to replace 'South Hams Planning Policy' with 'Joint Local Plan'</p>
<p><b>Amenity Areas</b> On 25<sup>th</sup> May 2017 it was suggested to incorporate the following 'or contribute land or funding to community green space' In response to Mandy Goddard comment that it should be ensured that it is appropriate and reasonable</p>	<p>It was agreed to add. Including term 'within the Parish'.</p>
<p><b>Additional General Policies: Second Homes, Holiday Homes and Vacant Properties</b> Minutes of 23/02/18 record agreement of inclusion of the following text: "the HNP will not encourage new housing development that will be targeted as second homes. 87% agree with the statement new open market housing should carry a condition preventing its purchase as a second home</p>	<p>Figures from the consultation questionnaire were reviewed and found to be accurate at the 77% indicated in the current text. Following discussion it was agreed not to make the amendment as the current text supersedes the text of February 2018.</p>
<p><b>Protected areas</b> Minutes of 1<sup>st</sup> December 2016: It was <b>AGREED</b> to include Palmer's Field as a protected area.</p>	<p>Agreed to include the text 'Palmer's field is considered worthy as an area to be protected from development as a nature reserve and wilderness area.'</p>
<p><b>Site 1</b> Minutes of 26<sup>th</sup> April 2018 record :It was agreed to reference comment to removal (of the site) in line with vision for the Parish under an 'aims and expectations' heading.</p>	<p>It was noted that there was not an aims and expectations heading as yet and should be included. It was commented that there will be references elsewhere and might be included in conditions</p>
<p><b>Site 1</b> Minutes of 26<sup>th</sup> April 2018 record it was agreed to remove reference to the site becoming a brownfield site.</p>	<p>Agreed to action.</p>
<p><b>Site 2</b> conditions Minutes of 26<sup>th</sup> April 2018 record that it was agreed to include 'and maintain' (in reference to woodland)</p>	<p>Agreed to action.</p>
<p><b>Site 3 Assessment Summary</b> Minutes of 26<sup>th</sup> April 2018 record: add the comment 'site assessment score was so low, it should not have been supported'.</p>	<p>Agreed to action.</p>
<p><b>Site 4</b> Minutes of 26<sup>th</sup> April 2018 record: Aims and expectations should repeat reference to the easy foot /cycle access Include condition to footway along Hernafor lane to be made up to an appropriate standard as defined by the Highways Authority</p>	<p>Agreed to action as condition.</p>
<p><b>Site 9a</b> Minutes of 26<sup>th</sup> April 2018 record inclusion of 'safe and suitable access from the main road'</p>	<p>Agreed to action.</p>

<p><b>Site 9a</b> Minutes of 26<sup>th</sup> April 2018 record that agreed to make comment that site 9B and C have yet to be consulted upon and that site assessments have not yet been undertaken.</p>	<p>Agreed to action under a new heading at the end of the housing section.</p>
<p><b>Ecology</b> Minutes of 1<sup>st</sup> December 2016 It was AGREED to remove specific reference to Rookery Wood</p>	<p>Agreed to action.</p>
<p><b>8.2. Dark Skies Policy</b>  The following policy was considered and adopted as land use policy L3:  <i>All development proposals should be designed to minimise the occurrence of light pollution. Proposals must specify energy-efficient forms of lighting, must be designed to reduce light scatter and must comply with the current guidelines established for rural areas by the Institute of Lighting Engineers (IoLE).</i></p> <p><i>All proposals for development will be expected to demonstrate how it is intended to prevent or mitigate light pollution. Information on these measures must be submitted with applications, and where a development would potentially impact on light levels in the areas, an appropriate lighting scheme will be secured by planning conditions.</i></p> <p>Nuala agreed to prepare introductory narrative to circulate before the next meeting for consideration. <b>ACTION: Nuala</b></p> <p><b>8.3. Reworded policy H2</b> It was reported that this action was ongoing as wording of the policy will be affected by analysis of the NPPF and JLP as part of the site assessment/conditions process. <b>ACTION: Roger.</b></p> <p>Following discussion <b>it was AGREED</b> to include links to PDF's of the new NPPF document and the current JLP (dated July 2017) to the Neighbourhood Plan website to form part of the evidence base. <b>ACTION: Charlie</b></p>	<p><b>NM</b></p> <p><b>RH</b></p> <p><b>CW</b></p>
<p><b>9. Consider 'Conditions' document</b> Charlie reported that work on the 'conditions document' has evolved into a bigger task to review the site assessments and develop into a more comprehensive document to include: dates in which sites were put forward; record of consultation; conditions summary; inclusion of a flood risk map; cross reference with the NPPF and emerging JLP.</p> <p>Once this document is compiled, it can be forwarded to the Planning Authority to receive/include their formal view on sites to form part of the evidence base.</p> <p>The work then will inform a policies evaluation process to be undertaken by the steering group and reported to the Parish Council.</p> <p>Roger and Charlie will compile documents for two sites in the first instance, Winsland House and Dundridge Yard to create a template approach to enable the work to be shared with other members of the steering group.</p> <p>Following the review, the document will include an overview of issues important to the Parish.</p>	
<p><b>10. Format for 'Have we got it right?'</b> Not discussed.</p>	
<p><b>11. 'Where we are' – review and set actions and next meeting agenda</b> Not discussed.</p>	
<p><b>12. Any other business</b> Not discussed</p>	
<p><b>13. Confirm date and time of the next meetings</b>  It was agreed that the next meeting be on Thursday 31<sup>st</sup> January 2018 at Harberton Parish Hall</p>	