

Harberton Parish Neighbourhood Plan (HNP)

7.00pm Thursday 28th November 2019 at Harberton Parish Hall

DRAFT Minutes

Present: Ginny Davidson, Roger Hands, Sally Lougher, Nuala McDonnell, Stanley Oldfield, David Sprent, Alex Williams

Apologies: None.

Public: 0

Minutes: Cat Radford

Agenda

Public Session - None

<p>1. Apologies were received as above. 1.1 Record of two consecutive meetings missed – none.</p>	
<p>2. New members to the steering group - none</p>	
<p>3. Declaration of Interests 3.1. Steering group members were reminded of the need to update their register of interests. 3.2. No interests were declared on items on the agenda.</p>	
<p>4. Consider approval of minutes. After making minor amendments the minutes of the meeting of 31st October 2019 were signed as an accurate record.</p>	
<p>5. Actions from minutes not included elsewhere on the agenda 5.1. <u>Overhead power cables opposite the garage at Packs Close</u> Confirmation has been received from Western Power that the cables at Meadow Close in Harberton and opposite the garage at Packs Close could be moved and quotations supplied. This establishes that both sites have a reasonable chance of being developed in future.</p>	
<p>6. Consider response to comments from website, letters or emails – if any A letter was read in full from a member of the public who wished to clarify issues and circumstances relating to removal of the Dundridge Yard site from the neighbourhood plan, with some allegations that there had been some impropriety of the HNP steering group and the Parish Council. Following discussion, it was agreed that in view of the HNP steering group there has been no impropriety in this matter at any stage and that the matter should be referred to the Parish Council for consideration. It was agreed to invite the member of public to attend the next meeting of the Parish Council. ACTION: Cat to respond to the member of the public above and add the letter to the Parish Council agenda.</p>	<p>CR</p>
<p>7. Parish Council – Receive update from Parish Council meeting, if any None</p>	
<p>8. Consider recommendations to the Parish Council on: 8.1. Totnes Neighbourhood Plan During discussion the following issues were raised:</p> <ul style="list-style-type: none"> • The Totnes Local Plan only makes brief reference to Harberton Parish. Whilst there is reference to working with Berry Pomeroy and Dartington Parish Councils on the desire to create a green wedge between the settlements in which agriculture, landscape and nature conservation and public access is secured and the adverse impacts of traffic are minimised, there is nothing similar relating to the Harberton and Ashprington boundary on the Southern edge of Totnes Parish. • No reference is made to the A381. • Considering how the Totnes Neighbourhood Plan embraces the value of green space, conservation and the natural environment there is a missed opportunity to include a Dark Skies Policy, the inclusion of which would have a beneficial impact for bats for Totnes, Harberton and other neighbouring parishes. <p>It was agreed that Ginny and Nuala prepare a recommendation on these issues for the consideration of the Parish Council.</p>	<p>GD NM</p>

<p>There was discussion on the inclusion of a 'Delivery and Monitoring' plan within the Totnes NP and whether a similar plan should be compiled for the HNP. During discussion it was noted that Harberton Parish Council has considerably less staff time available than the town council to dedicate to delivering actions. The Harberton Parish Neighbourhood Plan is an enabling document for volunteers, by providing the community with a framework with which to proceed with community actions.</p> <p>8.2. The Plymouth and South West Devon Supplementary Planning Document (SPD) and the Statement of Community Involvement (SCI) The HNP had no comment to make on these documents.</p> <p>It was noted that the HNP would need to be updated following publication of the Traditional Farm Building Guide regarding adaption and reuse.</p>	
<p>9. Review of the Neighbourhood Plan Draft <i>considering written notes from South Hams Neighbourhood Plan officer</i> David Sprent was thanked by the committee for providing a redrafted version of the plan for consideration by the committee. The proposed document was circulated in advance of the meeting. During the meeting the committee discussed and approved the following changes:</p> <p>P1 and throughout: standardise formatting. P2. Creation of a new contents page. It was agreed to include a glossary which can be included in the contents when complete. Nuala offered to compile this. P3 Allocating space for an Executive Summary to be drafted when the plan is complete. P4 – 7 A new introduction that includes the headings:</p> <ul style="list-style-type: none"> ○ What is a neighbourhood plan and why it is important? <ul style="list-style-type: none"> ▪ It was noted to remove the quotation proposed and include the first line within the narrative text. ○ What area does the plan cover? (with new placement of the parish boundary map) <ul style="list-style-type: none"> ▪ Remove proposed reference to consultation with neighbouring parishes. ▪ Research date for Notice of Designation. ACTION: Cat to source from SHDC website. ○ What period does the plan cover. ○ How has the plan been prepared? With flow chart. <ul style="list-style-type: none"> ▪ Replace flow chart with own version using larger font size and pastel colours to make it easier to read. ACTION: David ▪ Include a dated list of consultation exercises and events that appears after the current descriptive text. ACTION: David ○ How will the plan be used and who is it for? <p>○ It was agreed to send a courtesy email to the Totnes Neighbourhood Plan group to note the invitation made within their plan for other neighbourhood plans to follow their model, as the structure of the introduction has formed the basis of the above section.</p> <p>○ It was agreed not to include a Foreword from the Chair of the Parish Council, but that a covering letter would be provided by the Chair of Parish Council and Chair of the Steering Group at the time in which the plan is circulated to the community.</p> <p>P7. <u>Background to the Parish</u> It was agreed that this section should include information about the landscape, however the current draft includes aspirational themes which should be repositioned elsewhere. ACTION: David agreed to incorporate Roger's comments in a re-write and bring back to the next meeting.</p> <p>P10. <u>Housing</u> ACTION Roger redraft the housing section to tighten up and remove some of the headings. It was agreed that notes on Harbertonford Housing (p25) and Harberton Housing (p32) be combined into a background to the housing section, removing reference to the 'Existing DPD'. ACTION: Cat to send Roger housing section to edit (tracking changes). It was noted that the maps needed to be reviewed. Roger suggested using google maps and would research licensed use.</p> <p>P13 <u>Policy H1</u> It was agreed to amend this policy to reflect that five sites, not two, be put forward in the plan (see comments on P18 – 36). ACTION: A request was made that Roger reword this policy removing reference rejected sites and without site prioritisation.</p> <p>P14 <u>Policy H2</u> It was agreed that Roger reword this and bring to next meeting.</p> <p>P15 <u>Policies H3 and H4</u> It was discussed whether to remove or retain policies H3 and H4. This issue was deferred to a future meeting.</p>	<p>CR</p> <p>DS</p> <p>DS</p> <p>DS</p> <p>RH</p> <p>CR</p> <p>RH</p> <p>RH</p> <p>RH</p>

<p>P15-16 <u>Policies H5, H6 and H7</u> It was agreed that these policies to remain unchanged. It was noted in response to comments by the South Hams Neighbourhood Planning Officer that policy H7 has now been crossed referenced with the Joint Local Plan and therefore further evidence is not required.</p> <p>P17 It was agreed to remove the sentence: The Parish Council will actively pursue owners of properties empty for more than six months with a view to returning them to beneficial use.</p> <p>P18 -36 It was agreed that the following sites would be put forward: Site 2 - field north of packs close Site 4 – Land by Hernaford Road Site 5 - CLT site Site 7 – Field east of Meadow Close Site 9A - Winsland House</p> <p>It was agreed that all other sites would be removed from the housing chapter and appear in the appendices.</p> <p>It was agreed to remove ‘Assessment Summary’ to the appendices.</p> <p>P36: It was agreed to remove ‘popularity score’ column on the site popularity table as it was not transparent as to how these figures had been calculated.</p> <p>It was agreed to contact landowners for Site 2 (ACTION: Roger) and site 4 (Cat) to ensure that sites are still to be included in the plan. The HNP is in regular contact with owners of the other three sites.</p> <p>In response to the Neighbourhood Planning Officer the plan will not include a primary residence policy.</p> <p>It was agreed that whilst some neighbourhood plans are reviewed every 5 years, the following sentence should be incorporated: <i>The neighbourhood plan may be reviewed if circumstances apply.</i></p>	RH CR
<p>10. Next steps Not discussed</p>	
<p>11. Any other business</p> <p>Next meeting 30th January 2020.</p>	