

Harberton Parish Neighbourhood Plan (HNP)

7.00pm Monday 21st November 2022 at Harbertonford Village Hall Meeting Room

In attendance: Cllr Douglas Hambly, Peter Cogley (Observer), Sally Lougher, Cllr Prana Simon

Apologies: Cllr Chris Bowley, Alex Crowe.

Absent: Jem Friar

Minutes: Cat Radford

Agenda

Public Session

1. **Apologies** were received and sanctioned.
2. **Elect new members to the committee** None
3. **Declaration of Interests**
 - 3.1. Register of Interests: Steering group members were reminded of the need to update their register of interests. Peter Cogley submitted notification of interests.
 - 3.2. No interests were declared on items on the agenda.
4. **Minutes** of the last meeting were approved as an accurate record.
5. **Site Assessment Process** It was noted that following the brief meeting held with AECOM to confirm details towards the application for technical support, there had been no further correspondence with regard to a start date. It was confirmed that a number of technical packages could be undertaken at the same time, and that applications had been made for support with the site assessment process and to compile a Strategic Environmental Assessment. It was mentioned that the group would also welcome support in compiling a design code for the Parish.
6. **Report on Devon Association of Local Councils (DALC) Annual Conference** It was noted that Prana had circulated notes following her attendance at the conference by email. It was commented that there had been some updates at the conference about Neighbourhood Planning processes but nothing specifically about funding. It was commented that Prana will be attending a meeting of the County Committee and will report any relevant matters back.
7. **'To do list'** consider list of actions following historic engagement by Localities officer. Ahead of the meeting Alex Crowe had circulated a summary of actions required to update the plan, taking into account comments by the outgoing Neighbourhood Plan Officer in 2018. Alex's list was reviewed by the committee and actions agreed:

Things the NPC needs to do (according to planning officer comments on 2018 draft)

Item	ACTIONS and comments
Evidence the claim that the single track roads don't have capacity for more traffic. (p14 and elsewhere)	ACTION: PETER agreed to undertake necessary research to evidence the claim that single track roads don't have capacity for more traffic.
Devon rule: clarify where else this is defined and refer to that. Remove required levels of affordable housing provision. (p16)	ACTION: CAT agreed to liaise with the new Neighbourhood Plan Officer what has replaced the Devon Rule.
Develop a full Design Statement to make the "good design" considerations sharper and more compelling [not a planning officer comment] (p17)	It was noted that the committee can apply for a Technical Package through Locality in order for AECOM to support the development of a Design Code.

<p>Identify clearly and evidence a full list of our desired Protected Land areas, including the area to the N of the school (which needs consultation with Education); and/or 'Green Space Designations' (p36) [are the justifications for the Green Space Designations in the draft adequate? Need to say clearly how they relate to the Protected Land areas?] Identify and justify land along actual or potential walking/cycling routes that needs protecting.</p>	<p>ACTION: CAT to check whether the 'Green Space Designations' that appeared in the 2018 draft have been updated as it was understood that work had been undertaken on these.</p> <p>No actions were attributed to the query regarding walking or cycling routes.</p>
<p>Identify and document a realistic selection of our desired protected views. (p19)</p>	<p>ACTION: PETER and SALLY agreed to review the list of 'protected views' in order to propose a realistic selection. CAT will forward the collected data to enable this review.</p>
<p>Clearly state, somewhere, where are the development boundaries of the villages (eg page 6)? [Who defined this (the JLP doesn't - it's up to the NP to). Similarly define "village centre"]</p>	<p>ACTION: PRANA agreed to liaise with South Hams with regard to the village boundaries and village centre definition.</p> <p>It was noted that the Parish Council had been invited by the Neighbourhood Plan committee to consider setting a village boundary and having considered the pros and cons had decided against this at the time of asking.</p>
<p>Research, write and justify a "principal residence policy". (p10)</p>	<p>ACTION: CAT agreed to liaise with the SHDC Neighbourhood Plan Officer to enquire if there had been any good examples of a principal residence policy in any adopted plans in the South Hams.</p>
<p>Develop clear planning criteria against which to assess energy generation projects. (p18)</p>	<p>Noted with no current action.</p>
<p>Rewrite/correct policies on solar PV and wind turbines, incl evidence for turbine height restriction.</p>	<p>Noted with no current action. It was commented that this could be taken up in the next phase when the prioritised housing chapter is complete.</p>
<p>Justify/evidence areas of tranquillity/footpaths and what constitutes a disturbance to tranquillity. (p38)</p>	<p>It was queried whether this should be included at all if it can't be defined.</p>
<p>Select and justify specific areas and features of landscape to protect, or otherwise tighten v general landscape protection policies. (p43) Similarly re habitats & trees in EC1-3</p>	<p>Noted without any current action.</p>
<p>Develop more specific & evidence proposals re off street parking for developments and village car park areas. (p17, 61) Develop and evidence requirement for layby for bus stop and Langridge Cross, similarly new road crossings. (p61)</p>	<p>It was noted that PRANA is compiling Chris' work in undertaking an audit of parking in Harbertonford that may enter evidence appendices. It was noted that work to identify new car parking spaces had been attempted by the previous Neighbourhood Planning committee and no land had been found for village car park areas.</p>

The following matters were also noted, however no formal actions were attributed at this stage.

Some main things that need doing to the document

- General updates, reflecting eg opening of Daynes Farm Shop, closure of Hford pub, community shop, Parish Council's declaration of climate emergency, etc.
- Include a simple, clear, comprehensive, evidenced summary of what the community's key priorities and considerations are as section to itself - ie the key points that the NP is adding to the general JLP policies. (cf on p16 "considerations of road access, flood risk and visual impact" - expand this.)
- Update with figures from latest local housing needs assessment, and update all site allocation material following call for sites.
- More clearly separate planning policies (NP in its statutory planning function) from community development goals (NP expressing local values and aspirations). (For the community development goals, can the Parish Council develop a delivery plan?)
- Remove unnecessary recapitulation of LPA/national planning doctrine, remove or reduce generic material that goes beyond the scope of the NP, and generally edit down the doc to make it more readable and useable.

With regard to the final bullet point, a contrary opinion was shared within the meeting in which it was suggested that reference to the local plan provides additional context.

There was discussion as to what weight the Neighbourhood Plan will have should it be adopted by the electorate. It was queried whether there should be a foreword to the Neighbourhood Plan by a district or county councillor in order to give endorsement of its contents.

8. Consultation event

8.1. Consider options for consultation (consultation events, door to door, website etc) There was discussion in which a number of approaches were considered. It was generally agreed to undertake the following:

- Seek to hold a three week exhibition in both St Peters Church Harbertonford and St Andrew's Church Harberton to present the results of the Site Assessment and other relevant material
- Make exhibition materials available via the Parish Council's webpages
- Hold two village 'open days', one in Harberton and one in Harbertonford in order to reflect back and canvas views of the community

There was consideration of the time it would take to mount such an exhibition and prepare open days and in order to hold consultation before the end of March it was agreed that AECOM would need to submit a final Site Assessment report by 15th January 2022. It was commented that this was unlikely and therefore it was agreed to seek dates to book halls in April.

ACTION: SALLY to liaise with Harberton Village Hall and Harberton Parish Hall booking secretaries and seek to make bookings on 15th and 22nd April 2022.

ACTION: CAT to make enquiries with churches for an exhibition in the 3 weeks before this.

ACTION: CAT to liaise with AECOM and ask for likely date of completion of the Site Assessment process.

ACTION: PRANA agreed to speak with John McKay with regard to his email reach and if he would share information about exhibition and a link to the material on the Parish Council website, once published.

It was discussed that the Parish Council pages could be updated with information about the current neighbourhood planning process. If Prana were to compile information in a word document, Cat could upload it to the website.

8.2. Consider options for submission of a grant to Locality and agree any actions.

It was agreed that as consultation would not take place before 31st March 2022 then application for a grant would not be made as it could not be spent within the grant period. It was suggested that

the Neighbourhood Plan Committee may wish to request a budget of £1000 towards consultation from the Parish Council, due to set the 2023-24 budget and precept in January 2022.

It was suggested that the Committee could seek funding from the County Councillors Locality Budget to contribute to consultation.

9. **Actions before next meeting** *Summary of actions from above*

ACTION: PETER agreed to undertake necessary research to evidence the claim that single track roads don't have capacity for more traffic.

ACTION: CAT agreed to liaise with the new Neighbourhood Plan Officer what has replaced the Devon Rule.

ACTION: CAT to check whether the 'Green Space Designations' that appeared in the 2018 draft have been updated as it was understood that work had been undertaken on these.

ACTION: PETER and **SALLY** agreed to review the list of 'protected views' in order to propose a realistic selection. **CAT** will forward the collected data to enable this review.

ACTION: PRANA agreed to liaise with South Hams with regard to the village boundaries and village centre definition.

ACTION: CAT agreed to liaise with the SHDC Neighbourhood Plan Officer to enquire if there had been any good examples of a principle residence policy in any adopted plans in the South Hams.

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10. **Date of next meeting** 7pm Monday 19th December, Harbertonford Village Hall.