

Harberton Parish Neighbourhood Plan (HNP)

Meeting of the Steering Group

7.00pm Monday 15th January 2024 at Harbertonford Village Hall Meeting Room

In attendance:., Peter Cogley (observer), Jem Friar (late), Cllr Douglas Hambly, Sally Lougher, Cat Radford (notes),

Apologies: Cllr Chris Bowley, Alex Crowe, Prana Simon

Meeting commenced at 7:44pm when it became quorate

Public Session No matters were raised by members of the public

Agenda

1. **Apologies** were received as above and sanctioned.
2. **Elect new members to the committee** (if any) None
3. **Declaration of Interests**
 - 3.1. Register of Interests: Steering group members were reminded of the need to update their register of interests if they have changed.
 - 3.2. No interests were declared on items on the agenda
4. **Approve Minutes** It was **RESOLVED** to approve the minutes of the meeting on 18th December 2023 as an accurate record.
5. **Update on actions**

Ref	Action	Owner	Progress
231218 6.2	To publish the Site Options Assessment dated 17 th November 2023 it on the Parish Council's website, noting that the report has been through several iterations before being published.	Cat	COMPLETE
231218 7	Contact South Hams District Council's Senior Strategic Planning Officer to receive a formal response to the Site Options Assessment, asking if any conditions would enable the development of 'red' sites.	Cat	Contact made and discussion held. Written comments expected in January 2024.
231218 7	To thank AECOM and accept the support in advance of the upcoming site consultation, confirming the nature of the support outlined and, in addition, to ask AECOM what, in their experience, have been the most useful and revealing questions asked by other Neighbourhood Planning groups at public consultation, particularly those questions that have been most useful to them in undertaking their Strategic Environmental Assessment work.	Cat	COMPLETED. AECOM is considering questions. An formal application for support is required which Cat will complete on 12 th January ahead of deadline for submission.
231218 8.3	Tidy up the current plan draft so that it is ready to share with a wider audience. Part of that task is to identify a list of specific questions with which to approach specific 'task and finish' consultees.	Alex	In process – draft chapters are being shared for sharing with task and finish groups and consultees.
231218 8.3	Draft paper for the Parish Council asking for endorsement of a (tied up) chapter 1 and asking how the Parish Council wants to take the plan forward in future.	Alex	Done – liaise with Cat (Clerk) on length
231218 8.3	Circulate paper noted above to cllrs and provide an agenda item for discussion by the Parish Council at the next meeting.	Cat	Not actioned. Paper not received ahead of January 2024 meeting of the Parish Council. Ongoing.
231218 8.3	Alex to make some proposals on questions to ask in relation to <i>Ensuring needs of older people can be met</i> theme and email to Sally.	Alex	Ongoing

231218 9.1	To provide support to Jem on deadlines in managing the production of the event and getting the publicity out.	Peter	Discuss at item 8.1
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6. Update on meeting of Parish Council *With respect to consideration of planning applications*

It was reported that the Parish Council had resolved to support a planning in principle application at Meadow Close (site reference 'Ford Farm' in the Site Options Assessment) with comments that site is big enough to allow for a significant flood mitigation zone to capture all run off from the site and potentially improve existing flooding issues in the east of the village. A full drain survey should be carried out to ensure that the SWW sewage system can cope and the development does not cause any more issues in any other section of the village.

It was reported that the clerk drew from emails/comments and letters in providing a verbal update to the Parish Council, and referred to the discussion held with Graham Swiss. Cllrs had received earlier emails from the clerk with links to the Site Options assessment and the 2019 iteration of the plan.

After discussion **it was AGREED** that the Neighbourhood Plan update at the upcoming meeting of the Parish Council be used to express disappointment at the Parish Council's recommendation to the PiP at Meadow Close. It was agreed to convey that the Neighbourhood Plan Committee has been talking about the necessity for affordable housing with regular updates about affordable housing to the Parish Council and feels its voice has been lost. It was commented that bringing forward affordable housing in the Parish has been compromised by the Parish Council's recommendation on the PiP.

7. Reviewing Neighbourhood Plan Draft

- 7.1. Housing chapter *Update* It was reported that no progress has been made on the housing chapter since the last meeting. A message had been received from Prana to comment that she is confident that she will be able to give the chapter focus in the coming few weeks.
- 7.2. Review of existing draft *Not discussed.*
- 7.3. Task and finish groups *Any actions, updates.* It was reported that the parking survey for Harberton has been completed.

8. Consultation plans

- 8.1. Energy Consultation *Update on plans and any actions* Jem welcomed the support that had been offered at the previous meeting by Peter. It was agreed that a consultation event would be held at Harbertonford CE Primary School on Saturday 24th February. It was suggested that a sub-group meeting be arranged to progress plans for a consultation event. **ACTION: Jem** to progress plans and arrangements for an energy consultation event. **ACTION: Cat** to confirm the school's availability for the event ahead of any publicity being circulated.
- 8.2. Consultation on Site Options Assessment *Consideration of proposed dates, structure, budget allocation and external support – including update on application for AECOM support* Not discussed

9. Any other business Not discussed.

10. Summary of actions before next meeting

Ref	Action	Owner
240115 8.1	Progress plans and arrangements for an energy consultation event	Jem
240115 8.1	Confirm the school's availability for the event ahead of any publicity being circulated.	Cat

11. Date of next meeting 7pm Monday 19th February 2024 Peter gave apologies in advance.

Meeting closed at 20.06