

[illegible]

Tasks	Comments		Assigned to
Finalise NP draft for Reg 14 consultation			
Update draft Neighbourhood Plan to include Parish Council comments on energy chapter, consultation responses re Local Green Spaces and Views, also add references to consultation throughout document as necessary (re roads parking flooding nature etc). Also work in other stakeholder comments outstanding (including District Council officers and comments from the District Councillor, John McKay), comments from the meeting with new committee members, held on 9th December 2024 and newly drafted sections including: Parish Profile Annex, desired footpaths map, maps of bus stop and safe crossing.			Alex
Get Foreword from the D.Cllr John McKay. Agreed to defer chasing this until after the work with AECOM has been concluded.			Jono
Tidy up evidence base folder and create index It was noted that material exists on the website and Alex has been keeping a folder, but this needs to be organised and properly indexed.			
Identify and commission copyeditor and designer for final form of doc It was noted that there is the possibility of using the in-house team at South Hams District Council, but this will require a budget.			
Checklist of final editing tasks incl • Add hyperlinks to references in text • Check permissions of people in photos (eg SHV photo currently used in Env chapter) Check all refs to NPPF - NPPF para numbers have changed in 2024 update.			
Produce a revised draft of the Parish Profile Annex and forward to Alex for inclusion within the Reg 14 draft that will be presented to the committee in full, once complete. Alex to support Francesca in accessing the DropBox to support narrative development.			Francesca and Alex
Identify an approach and make a recommendation to the committee on the creation of a list of non-designated heritage assets for inclusion in the Heritage Chapter. Clarification: The output required is list of non-designated heritage assets in the Parish, with some comment on why they are considered important in the community; for example a simple table. Ideally this would be a collective process with others in the community.			Jono
Forward 'Desired Footpaths Map' and 'Map of Bus Stops and Safe Crossings' to Alex for inclusion in Regulation 14 draft			Guy
Write Consultation Statement This is an annex on "how this NP was created" and Basic Conditions Statement A requirement of all NPs. It had been reported that this action be completed once the Regulation 14 consultation is completed			Anne
Provide a paragraph on sewage pipes for inclusion in the evidence base			Guy
Liaise with Cllr Chris Bowley on flooding matters in Harbertonford, to ensure they are reflected in the flood mitigation chapter, requesting advice from Peter Cogley as required.			The Clerk to support liaison between Jono and Cllr Bowley.