

Harberton Parish Neighbourhood Plan (HNP)**Meeting of the Steering Group**7.00pm Monday 1st December 2025 Harberton Parish Hall Committee Room**Item 5: Update on actions from the previous meeting**

Ref	Action/Task	Owner	Progress
20251103 6	To publish the summary of results on the Neighbourhood Plan pages of the Parish Council website	Clerk	COMPLETED
20251103 8	• To update the plan as drafted with briefing notes for the Parish Council ahead of its next ordinary meeting in November. • to remove the Community Actions from the main body of the document and include as an appendix. • to draft a one-page 'Parish Profile' overview to provide information about the parish for those reading the plan outside of the Parish, and retain the context sections at the front of each chapter	Delegated to Joanna Poulton	COMPLETED
<i>As above</i>	• Further advice will be sought on the paragraph being drafted about the process of developing the Neighbourhood Plan – specifically as to regulation 14 and examination stage		A bullet point summary was requested from the Neighbourhood Planning Officer, and a document provided.
20251103 9	To liaise with Neighbourhood Planning Officer on whether a SEA is required.	Clerk	COMPLETED The officer provided a link to a toolkit providing guidance on understanding if a plan requires a SEA and noted that it seems that the LPA has the final say on whether one is required. It won't be able to comment until it sees a draft of the Plan (and therefore its scope).