

Harberton Parish Neighbourhood Plan (HNP)

Meeting of the Steering Group

7.00pm Monday 2nd March 2026 Harberton Parish Hall Committee Room

Steering Group Members Present: Jono Stirrup, Francesca Smith, Cat Radford (Clerk/Minutes Secretary), Guy Soulsby, Anne Watson

Working Group Members Present: None

Apologies: None

Public Session None

Agenda

1. **Apologies** No apologies as all present.
2. **Steering Group Membership** No resignations from the committee or new members.
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. **To declare any interests** No interests were declared on items on the agenda.
4. **Minutes** Consider approval of the following minutes:
Minutes of the meeting of the Harberton Parish Neighbourhood Plan Steering Group 2nd February 2026

RESOLVED: To approve the minutes as an accurate record without amendments

5. Update on actions from the previous meeting*

Ref	Action	Owner	Progress
1	Check that the Reg.14 draft has been sent to Historic England, as consultees on the SEA scoping document.	JS	COMPLETED
2	Forward comments on the SEA to AECOM, copying in AW, and request revision as soon as possible (before the end of the week).	CR	COMPLETED
3	Check amendments/sign off SEA report.	AW	COMPLETED
4	On notification (from AW) that the SEA has been approved, <ul style="list-style-type: none">• CR will publish on the Parish Council website• JS will circulate to the Statutory Consultees• JS will send a notice encouraging residents to view the plan and make comments to the Harberton Village Circular• JS will arrange for posters/fliers advertising the reg.14 consultation to be printed• ALL MEMBERS will post fliers/posters in relevant places.	CR JS ALL	COMPLETED COMPLETED Posters have been posted. Francesca is in the process of distributing fliers through letterboxes.
5	MAPS <ul style="list-style-type: none">• provide a link to Devon County Council's definitive map.• to produce two new maps for proposed footpaths in Harberton, using Parish Online• to reproduce a Local Green Spaces map, to include the Cricket pitch.• To provide a map of the Parish Boundary under appropriate licence.• forward the JPG of the Parish Views map that was produced under licence to the Steering Group, to replace the Google Maps version currently inserted.	CR	COMPLETED

6. **Basic Conditions Assessment** Members reviewed a draft of the Basic Conditions Statement as completed by Anne. It was noted that it will require modifying depending on Regulation 14 responses received.

RESOLVED: The HNPSG is happy with progress on the Basic Conditions Statement.

7. **Making amendments/updates to the draft Neighbourhood Plan**

Members reviewed an updated text version of the plan, in tracked changes, with proposed amendments as follows:

- Updated details agreed from the SEA which resulted in 1 suggested new policy and some other details added referring to the overall outcome.
- Addition of the SEA has needed a complete re numbering of the references.
- All new maps under licence have been added.

RESOLVED: To continue to make changes in the word document tracking changes, and make one final update to the designed layout when all text changes have been approved.

8. **Regulation 14 Consultation**

- It was confirmed that the majority of statutory consultees have acknowledged receipt of the Regulation 14 draft plan and the opportunity to comment. Formal responses have been received from five statutory consultees to date. It is uncertain whether either the National Grid or National Gas have received the draft. The Clerk has sent to multiple email addresses and checked with switchboards of both organisations to make sure the draft gets to the correct people.
- A query had been raised as to whether a Habitat Regulations Assessment should have been published alongside the Reg.14 draft. The Neighbourhood Planning Officer at SHDC confirmed that they are generally undertaking the HRA screenings at the point of Reg 14, since this is when the policies/allocations have been confirmed. The HNPSG can then make updates to the Reg 16 version in response to the requirements.
- One comment has been received from a member of the public, focusing on the Environment chapter.
- Members of the HNPSG will be available to answer questions from the public between 11am – 12 noon on Saturday 7th March at Harbertonford CE Primary School.

RESOLVED:

- i) To incorporate comments from Natural England.
- ii) To incorporate comments from Environment Agency where comment has been made on policy. Further discussion is required on comments they've made on strengthening the vision, as this was drafted in response to community consultation.
- iii) Note Highways response noted that Policy T2 is not deliverable. It was agreed that this policy therefore be included as a 'community aspiration'.

9. **Neighbourhood Plan Workstream**

Members reviewed the workstream. The timeline remains flexible until the outcomes of Regulation 14 consultation are known.

10. **Summary of actions before next meeting** No formal actions.

11. **Confirmation of next meeting date and venue** Noting the next meeting falls on a Bank Holiday. The following meetings were agreed:

- Monday 30th March working group meeting to compile the comments and discuss responses.
- Tuesday 7th April 7pm at Harbertonford a short meeting (30 minutes) to review/approve recommendations of the Working Group meeting.