



Minutes of the Neighbourhood Plan Group ('NPG') remote meeting held on Wednesday 24th February 2021 at 7:30 pm via Zoom

Members present: Adam Hedley (AH) – Project Leader, Barry Ratcliffe (BR) – Meeting Chair, David Holwill ('DH'), Sally Hordern (SH), Sally Kenealy (SK), Gaye Langham (GL).

In attendance: No members of the public were present.

1. Welcome

BR welcomed everyone to the meeting.

2. Apologies for absence

Kirk England, Tim Hawkins, Nicholas Kenealy, David Stuart.

3. Minutes of the last meeting

The minutes of the meetings of 26 January and 10 February were agreed as an accurate record (SH proposed, GL seconded, all in favour).

4. Declarations of interest

Members were asked to declare an interest if relevant to the discussions.

5. Public speaking time

No members of the public were present.

6. Matters arising

6.1 Housing – Update of status of WDBC viability study

BR, AH, DS, and SK had attended a Zoom meeting with the Community Housing Team (CHT) from West Devon Borough Council (Rob Ellis & Tom Morris) on 17 February. CHT agreed to undertake a desktop infrastructure review before 15 March. AH would seek clarification from Tom Morris whether CHT would concentrate on the 4 larger 'amber' sites - or whether they would also spend further time on the 'green' site and the 2 smaller 'amber' sites (1 and 2 dwellings).

CHT suggested the Group may want to begin involving the West Devon Borough Council ('WDBC') planning team in its work [Duncan Smith (WDBC Neighbourhood Planning officer), however, subsequently advised they would not wish to get involved before Regulation 14 stage].

CHT also suggested contacting the housing officer, Alex Rehaag, for a current update on the number of individuals with Exbourne connections on the Devon Home Choice list. AH agreed to follow up with Alex and to ask her for advice on how to encourage sign up through the site consultation process.

BR reported that Phil Townsend from Devon County Council Highways had agreed to do a high-level review of the green and amber sites for any potential Highways constraints.

6.2 Housing - to further discuss the community consultation process – Site information pro forma, survey introduction/queries, promotion etc.

GL updated the Group. Posters were in place in the village to alert the community to the forthcoming consultation, including at the garage and Burrow. Since there would be a delivery of the Parish Pump for March, an A5 flier would go to the Exbourne delivery team on 25 February to be included. The article about the consultation had missed the March issue so would now go out in April, together with an A4 flier setting out specifics of the survey, including website details for Devon Community Together ('DCT'), who are running the process. AH may have enough coloured paper to use for emphasis. Nearer the consultation date, the existing posters would be taken down, with a 2-week interim, and replaced with further alerts. It is also planned to have an article in the Okehampton Times and advertising banners in strategic places around the village. These cost £26 + VAT without wording. Sue Rose was advising on wording and possible positioning.

GL said that Sue Rose's skills had been invaluable in assisting in the preparation, including the site descriptions and maps. SH proposed that the Group's thanks to her should be minuted. All agreed.

AH suggested that GL consult with DCT to ascertain whether a full map showing **all** the sites reviewed by AECOM would be helpful to include in the preamble. GL was concerned about how much, if anything, should be said in the background information about the technical terms 'SHLAA' and 'SHELAA' and will ask DCT for their views.

The survey design was progressing. AH asked if it could be circulated to the Group by 5 March for consideration; he did not have much time currently available. GL asked, therefore, that an update from the Housing Team be available before then.

7. Any other business and future agenda items

- (1) SH asked for a financial update;
- (2) SK asked that future agendas include statements about progress – or lack of it – towards Regulation 14 stage.

8. Date of next meeting

Wednesday 10 March 2021, 7:30pm via Zoom.

IF YOU ARE READING THESE MINUTES AND INTERESTED IN JOINING THE NEIGHBOURHOOD PLAN GROUP, OR MAKING A CONTRIBUTION TO THE GROUP'S WORK, THEN PLEASE CONTACT ADAM HEDLEY ON 851648