



Minutes of the Neighbourhood Plan Group ('NPG') remote meeting held on Wednesday 10th March 2021 at 7:30 pm via Zoom

Members present: Adam Hedley (AH) – Project Leader, Kirk England (KE), David Holwill (DH), Sally Hordern (SH), Nicholas Kenealy (NK), Sally Kenealy (SK), Gaye Langham (GL), David Stuart (DSt).

In attendance: No members of the public were present.

1. Welcome

AH welcomed everyone to the meeting.

2. Apologies for absence

Barry Ratcliffe, Tim Hawkins.

3. Minutes of the last meeting

The minutes of the meeting of 24 February were agreed as an accurate record, subject to an amendment that NK and DSt had sent apologies and were not present (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's infrastructure study

WDBC had agreed to do a desktop review of infrastructure constraints in relation to the potential development sites. It was unclear whether they would look at all 6 amber sites and the green one (site A) or just the 4 major amber ones. AH had asked for clarification and reminded them of the 15 March deadline.

Phil Townsend from DCC Highways had confirmed that he agreed with everything that AECOM had said regarding access and that all the sites identified as potential sites (green or amber) were acceptable in principle from a highway safety point of view, subject to detailed design and planning application.

6.2 Housing – update on the preparation for the community consultation process.

GL reported. She said there had been a Zoom meeting of the consultation sub-group together with Devon Communities Together ('DCT'). DCT will say whether they have a dedicated website for survey responses. The survey will be advertised; links will be given to the websites of the Parish Council and the NPG.

SH suggested that the wording agreed for the survey preamble should replace the existing wording regarding the site consultation on the NPG website.

DSt will provide a summary of banner details and respective prices for the sub-group to decide on. The Village Hall and the Church have given permission for banners to be put up. SH and GL are working on an A4 'flyer' to go in the April Parish Pump. GL had offered to help the normal Parish Pump delivery team.

DCT will print a small number of questionnaire hard copies for people who had asked for them. Further copies could be done. Hard copies would be returned direct to DCT - prepaid envelopes would be provided.

AH would be writing to the landowners/agents of the amber sites advising them of the consultation. NK was concerned that the Group should seek confirmation that those individuals had the authority to put the site forward for development. AH agreed to question this.

7. New items

7.1 Regulation 14 preparation - to discuss Plan status and areas for further work

Regulation 14 is the formal public consultation stage of a draft Neighbourhood Plan. Much work on the Plan had already been done but it needed to be updated, fleshed out, and drawn together in the appropriate format. Given other calls on AH's time, GL offered to coordinate this. Sue Rose had offered assistance.

AH set out the structure of the Plan briefly: there are 4 themes: (1) Community, facilities and wellbeing; (2) Historic and built environment; (3) Natural environment; (4) Roads and parking. Each theme would require an introduction, statement of policies, supporting commentary and an evidence base in support of the policies. Preliminary allocations were SH & DSt for (1); GL for (2); SH & GL for (3) and N&SK with TH for (4).

7.2 Housing numbers – to discuss whether WDBC will amend Indicative Figure given CPRE publication and other evidence.

This was to be left to when BR could report back. NK referred to the JLP 2020 update on housing numbers which he thought provided no realistic grounds at present for challenging the figures for West Devon.

8. Finance

The following invoices had been received recently:

- £14.40 from the Burrow for A5 Community Consultation Parish Pump publicity flier;
- £543.36 from Stuart Todd Associates for planning advice; and
- £1,044 from DCT for Community Consultation assistance

Unspent allocated grant funds of £1,035.64 remained that would fund the balance of DCT's work. SK and NK to review future expenditure and timing for additional grant funding.

9. Any other business and future agenda items

KE referred to Mike Brady's Conservation Area Appraisal website and noted the public were encouraged to contact the Parish Council and the NPG. AH said neither had yet been approached as far as he was aware.

10. Date of next meeting

Wednesday 31 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**