

Neighbourhood Development Plan

Draft Minutes

A meeting of the Steering Group was held on Monday 15th June

in the Village Hall at 6.30 pm

Present Mary Newman (Chair), Struan Coupar, Bob Benns, Paul Bond, Barry Clark, Gail Dorrington, Katie Franks, David Harris, Martin Judd, Nick Teage.

Apologies Sophie Rae

1. Minutes The minutes from the meeting held on 25th February, were considered and will be approved and signed at the next meeting. **Action Chair**

2. Matters arising BC queried several items which were amended.

3. Chairmanship It was agreed that the Chair would still rotate every three months to each of the Working Groups. The Communications group will take the chair for the next quarter.

4. Membership of Steering Group There was discussion on the Terms of Reference but it was decided not to amend.

5. Composition of Working Parties The Core Group has stood down, having completed its work of coordinating working party progress. The Steering Group will in future work together as a unit and meet once a month instead of quarterly and working parties will continue their individual research.

6. Responsibilities of PC and Steering Group The relationship between the Parish Council and the Steering Group was clarified. Under the Terms of Reference the Steering Group reports to the Parish Council, which will submit the Plan to South Hams, but the council will take account of the views of the community as expressed through the Steering Group. The Plan by definition has to comply with the South Hams Local Plan.

7. Responsibilities of Steering Group and Working Parties An issue had arisen over conflicts of interest. It was reaffirmed that personal interests are to be kept separate from Neighbourhood Plan, and members must be objective. **Action All**

8. Minutes To be produced in Parish Council format with Action points.

9. Approvals Minutes need to be approved. Deadlines need to be met for publishing an abridged version in the Parish Magazine. Comments should be proactive. Working parties are using Choices for Change responses and comments.

10. Working Party Reports

Planning and Development. Housing - An depth review from Choices for Change was tabled. The next phase of work with the Evidence Base group and SHDC needs due consideration. The Planning group will present at the next meeting. **Action BC, NT**

Evidence Base Are working with Planning on information. Thanks were expressed to MJ and GJ for collating all the comments on Choices for Change **Action BB, MJ, SD**

Consultation and Communications It will be important to maintain momentum. Choices for Change enabled communication with 100% of the parish with a 50% response - a very creditable return. We must aim to improve where possible, and make it clear that the Neighbourhood Plan, if properly constructed, will enable the Parish to determine its future over the next 25/30 years. **Action SC, KF, SR.**

11. Items for Discussion

11a An illustrative document was shown to the Steering Group on how to progress drafting of sections of the Plan while policies are being developed by the working parties. i.e. items 12-17, 19-20 and 22 on the agenda. Drafts would be submitted to a review panel consisting of one member of each working group and then to the full Steering Group for approval. The work necessary to develop the appendices needs to be identified and developed. **Action SC, MJ**

11b Items in Choices for Change which are not contentious could be accepted by the Steering Group in principle so they can be adopted as policies and brought to fruition if practicable. It was proposed that the Steering Group accepts in principle the opinions expressed by resposdees to the Choices for Change in respect of certain options, adopts them as provisional policies and will examine the practicability of bringing them to fruition. These options being: 7 - 14, 16 - 18, 23, 25 -32, 34 -55. **Action All**

There was discussion on the West Dart development. There has been no further information on that from SHDC.

The Neighbourhood Plan will determine the future of the Parish over the next 15 -25 years. It should be positive, inspirational and a beneficial plan for the community.

Any Other Business. The performance of the leaflet collectors is being reviewed.

The meeting closed at 8.35 pm.

The date for the next meeting of the Steering Group is Monday, 13th July at 6.30 pm in the Ron Harris Room.