

# Stoke Fleming Neighbourhood Plan Steering Group

## Minutes

### Meeting of the Steering Group held on Wednesday 27<sup>th</sup> July 2016 in the SF Village Hall

#### Present:

Barry Clark, Katie Franks (chair), Martin Judd, Mary Newman (initial part), Nick Teage.  
*It was noted that this attendance did not represent a quorum.*

#### Absent:

Struan Cooper

#### Minutes of the last meeting (5<sup>th</sup> July 2016)

The Minutes of the previous meeting were agreed. The Minutes had not been placed on the website or submitted to the Stoke Fleming Magazine but will be incorporated with these Minutes to create a combined record for the community of the meetings for the month. Action: KF

#### Matters Arising

Parish Councillors had discussed with the District Councillor the concern that SHDC has not taken note of the draft Neighbourhood Plan in the SHELAA (site assessment). This will now be followed by a letter to SHDC. Action: KF

#### Stakeholder Consultations

Certain Parish Councillors had met with the agent for the freeholder of the Deer Park Camping and Caravanning Site at their request since they had submitted an entry in response to SHDC's call for potential development sites. Their comments and information will be taken into account by the Neighbourhood Plan Steering Group as appropriate. Matters which arose from previous contact with other landowners are ongoing.

#### Joint Local Plan

South Hams District Council have joined with West Devon Borough Council and Plymouth City Council to create a Joint Local Plan for the whole area designated as the Plymouth Housing Market Area. Full details are available the SHDC Strategic Planning website. The Steering Group is incorporating the guidance for villages in their current work, including making representations about the draft documents and the related publications about the Area of Outstanding Natural Beauty to meet the consultation deadlines in August. External advice is being sought to assist the Steering Group so that the apparent opportunities provided to potentially reduce the scale of future development can be maximised.

#### Update of Draft Neighbourhood Plan

Steering Group members reviewed in detail the draft Policies and Projects outline circulated in advance by SC. An agreed set of proposals was evolved which will act as guidance in the detailed redrafting stage. Matters relating to the core overall structure of the Draft Plan and the Vision and Key Aims section (the latter drafted by NT) were carried forward.

#### External advice

The group wish to continue to use an external specialist as a reviewer and adviser, re-engaging at the next meeting of the Steering Group. Action: KF

### Any other business

#### Premier Garage

It was noted that a planning application had been submitted for housing on the site. Parish Councillors present confirmed that they would take cognisance of the entry about the site in the Draft Neighbourhood Plan when reviewing the application.

#### Neighbourhood Plan Steering Group

Bob Benns has resigned from the group and has clearly explained his reasons, which are several. The Chair will respond to thank Bob for his major contribution to the team and to reluctantly accept his resignation. Action: KF

It was reported that a new member may join the Parish Council and, by implication, the Neighbourhood Plan Steering Group,

The lower number of ongoing members of the Neighbourhood Plan Steering Group necessitates a review of the number required for a quorum to facilitate decisions at meetings. The Chair will propose to the Parish Council a reduction from 6 to 5. Action: KF

A procedural point was raised in relation to the above about the potential future availability of documents prior to meetings, especially in the situation where members may not be able to attend but would wish to have views and suggestions taken into account. The group agreed that that it was desirable for material to reach members a suitable period in advance but that email responses outside of meetings be maintained at minimal levels.

### Dates of next meetings:

Monday 1st August at 7 pm. Ron Harris Room\*

Tuesday 30<sup>th</sup> August at 7 pm. Ron Harris Room (changed from 31<sup>st</sup>)

Tuesday 20<sup>th</sup> September at 7pm. **Thorn Farmhouse**

\*Subject to confirmation by Peter Sandover