

**SOUTH MILTON PARISH COUNCIL**  
**NEIGHBOURHOOD PLAN**  
**Internal Meeting No 19**  
**9 May 2016**  
**RECORD OF DISCUSSION**

**Present**

Tim Lewis (TL) – Chairman

Phil Baker – SHDC

Graham Collyer (GC)

Paul Davies (PD)

Nick Bailey (NB)

Nick Townsend (NT)

Paula Booker (PB) – Apologies

**1. Notes of Last meeting**

The notes of meeting No 18 were approved

**2. Matters Arising**

All actions from the meeting on 11 April had been completed, apart from those repeated in the notes below.

**3. Liaison Officer**

At meeting on 16 November, Phil Baker had advised that the SHDC planning office was still working on a housing criteria policy for small communities such as South Milton parish and this could be tweaked to suit South Milton's specific needs – he will keep us informed on progress. **Phil Baker action**

**4. Administrative matters**

TL will reapply for funding for the year 2016/17. **TL action**

The notes of our internal meetings had been reviewed and after removing details of passwords had been posted on the village website by GC.

The following schedule was agreed with the objective of completing the Draft NP by mid-September for the Regulation 16 Consultation:

Item	Who	When
Introduction - Vision, Background History	GC	31 May
Assessment of housing sites	Phil Baker	1 July
Consultation on preferred housing site(s)	Phil Baker	Early-July
Housing policies	NB	Mid-August
Environment and Coastal Management	NT	Mid-June
Infrastructure	TL	31 May
Well-being and Economy	PB	Mid-June
Finalise draft plan	PD/GC	Mid-Sept

## 5. Housing Policies

Phil Baker is working on a rural exceptions housing policy and also criteria on housing policy criteria for inside and outside development boundaries; he will provide current drafts. **Phil Baker action**

Further work on the housing policies would be undertaken after the results of the assessment sites had been completed and preferred site(s) identified.

All applications arising from the "Call for Sites" had been acknowledged by the Parish Clerk. TL will ask the Parish Clerk to inform applicants that the assessment process is underway including site visits. **TL action**

Phil Baker advised that the assessment process was well underway with feedback already received from some external experts. The next step will be site visits which he will lead, accompanied by Robin Toogood of AONB, and to which the SM NP group were invited to provide local input/knowledge. The site visits will take place on 16 May, starting at the village Hall at 10am. **Phil Baker action supported by NP group**

To prepare for the site visit, Phil Baker will circulate the following by the end of the week (13 May):

- Assessment table
- Map
- Comments received from experts.

During the site visit, participants will fill in missing information on the assessment tables and score the sites using red/amber/green. It is to be expected that queries will be generated during the site visits that will require specialist input (for example on conservation). **Phil Baker action**

The assessment will then proceed as follows:

- Preferred site(s) selected
- Discussions held with owners of preferred site(s) on details of potential development
- Parishioners consulted on the preferred sites. This would take the form of an open exhibition with a written rationale/justification based responses from questionnaires and input from experts. It was noted that any matters that were not supported/contrary to the responses from the questionnaire would have to be justified on the basis of community benefit.
- Preferred site(s) confirmed and reserve site(s) identified

As Phil Baker has already prepared an assessment matrix, PD's offer to prepare a score sheet on the criteria that could be used to evaluate the sites was dropped.

## **6. Environment & Coastal Management**

NT has updated his paper following the last meeting but still has work to do on summarising the evidence and developing policies. **NT action**

NT advised that he had taken the opportunity at the Village Hall AGM to discuss the issues raised in the responses to the questionnaire concerning village hall activities. He reported that there was no support for a farmers market and grave concerns raised about running a village shop – policies/projects on these items would therefore not be pursued in the NP. The suggestions on possible additional activities (scrabble, etc) would be pursued through the regular pub nights to see if there is genuine demand. There was strong demand for keep fit/yoga/pilates; an approach would be made to the instructor who runs such activities at Churchstow to determine her interest in running a similar course in SM.

NT to contact Roger English of AONB to obtain a copy of their land management practices. **NT action**

## **7. Infrastructure**

TL has re-drafted the paper on infrastructure but further work is needed. **TL action**

## **8. Wellbeing & Economy**

PB had updated her paper to take account of the comments raised at Meeting No 17 but further work is needed. **PB action**

## **9. Next meeting**

The site visits will be held on 16 May, starting at the village hall at 10am.

Next meeting will be held at 10:00am on 31 May 2016 in the village hall.