

SOUTH MILTON PARISH COUNCIL
NEIGHBOURHOOD PLAN
Internal Meeting No 22
25 July 2016
RECORD OF DISCUSSION

Present

Tim Lewis (TL) – Chairman

Graham Collyer (GC)

Paul Davies (PD)

Nick Townsend (NT)

Nick Bailey (NB) - Apologies

Paula Booker (PB) – Apologies

1. Notes of Last meeting

The notes of meeting No 21 were approved and had been posted on the website

2. Matters Arising

All actions from the meeting on 27 June 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**

Phil Baker will assist when possible.

4. Administrative matters

TL confirmed that funding for the year 2016/17 (£2499) had been had been received.

Current progress on the schedule for completion of NP is recorded at the end of these notes.

5. Introduction

GC had revised the draft again to reflect the comments received at the last meeting. Further comments were passed to GC who will prepare the next draft. Members agreed to a suggestion that a reference to “work” should be included in the vision statement. **GC action**

6. 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**

NB had circulated a revised draft of the housing policies. He will update to reflect comments received on his draft as well as comments made at this meeting. **NB action**

NT had uploaded to dropbox documents including: a commentary on starter homes; notes on a fact gathering meeting with a developer working in Cornwall; the draft Roche Parish NP; the draft Roche Parish development brief. The Cornwall developer suggested that the latter two documents would provide useful reference material.

It was agreed that our NP should include a development brief to ensure that any development in our parish would be in accordance with guidelines set out by the Parish Council to meet parishioners' expectations. NT will prepare a template based on the Roche Parish development brief and members would be asked to make suggestions on items and details to be included in the South Milton development brief. **NT/members action**

Investigations and assessments are continuing on the selected amber sites, including meetings with landowners. Phil Baker had advised that with our current approach it would not be necessary to hold a separate consultation on housing sites and parishioners comments would be obtained when the draft NP was circulated. **TL & PD action**

It was agreed that no details of the assessment will be released until the whole assessment process has been completed. **All to note**

7. Environment & Coastal Management

NT had almost completed rewriting his paper on environment and coastal management to reflect that there was already a high level of protection for the landscape and coastline under the AONB Heritage Coast designations/definitions, as well as SHDC's development strategies, and the AONB's management plan 2014 to 19. The paper therefore focused on special features and particular expectations of parishioners. The paper includes:

- policies on retaining Devon Lanes, traditional materials for new developments/re-developments and domestic solar panels.
- a project to erect information boards at Backshay and the Beach to show the footpaths in the parish.

NT action

TL reported that the SHDC adviser had indicated that it would be very difficult and not worthwhile extending the conservation areas in the village. Nevertheless members felt the Parish Council should review the possible rationalisation of the conservation area boundaries and this should be covered in the NP. **NT action**

8. Infrastructure

TL had redrafted his paper on infrastructure.

9. Wellbeing & Economy

NB had assisted PB on updating her paper on wellbeing and economy. It was noted that the section on the additional projects had to be updated to reflect recent deliberations of the Village Hall Committee and further comments received at the Village Hall Committee AGM – this would be done by GC when he edited the NP with PD. **GC action**

10. Next meeting

Next meeting will be held at 9:30am on 22 August 2016 to discuss the Development Brief

**SOUTH MILTON
NEIGHBOURHOOD PLAN
PROJECT PLAN**

Item	Who	When	Status 25/7
Consultation Document			
Introduction - Vision, Background History	GC	31 May 2016	Draft revised again
Assessment of housing sites	Phil Baker	1 July 2016	In progress
Consultation on preferred housing site(s)	Phil Baker	Early-July 2016	Not required
Housing policies	NB	Mid-August 2016	Draft revised
Environment and Coastal Management	NT	Mid-June 2016	Draft rewritten
Infrastructure	TL	31 May 2016	Draft revised again
Well-being and Economy	PB/NB	Mid-June 2016	Draft revised
Finalise draft plan	PD/GC	Mid-Sept 2016	
Neighbourhood consultation start	TL	16 Sept 2016	
Revisions to draft NP			
Neighbourhood consultation finish	TL	28 Oct 2016	
Revise draft NP	All	25 Nov 2016	
Submission of NP to SHDC	TL	2 Dec 2016	
Neighbourhood Plan			
Publication of NP (six weeks)	SHDC	9 Dec 2016	
Appointment of examiner	SHDC & TL	20 Jan 2017	
Review by Examiner (six weeks)	Examiner	27 Jan 2017	
SHDC review of examiner recommendations (six weeks)	SHDC	17 Mar 2017	
Examiner report and decision statement	Examiner	5 May 2017	
Publication of pre-referendum information	Electoral Services	12 May 2017	
Referendum (4 weeks)	Electoral Services	19 May 2017	
Publication of referendum decision and making of Neighbourhood Plan	SHDC	26 May 2017	