

SOUTH MILTON PARISH COUNCIL
NEIGHBOURHOOD PLAN
Internal Meeting No 23
22 August 2016
RECORD OF DISCUSSION

Present

Tim Lewis (TL) – Chairman

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 22 were approved and had been posted on the website

2. Matters Arising

All actions from the meeting on 25 July 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

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

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**

NT advised that he had been approached by a party who was interested in opportunities for self-build on land identified for potential development; the party also advised that there were other individuals interested in such self-build opportunities. Members agreed that such an approach presented a potential mechanism for meeting housing needs and will be considered in conjunction with on-going discussions on preferred site(s).

It was agreed that our NP should include conditions to ensure that any development in our parish would be in accordance with guidelines set out by the Parish Council to meet parishioners' expectations. Members discussed the design tasks and character areas set out in the template prepared by NT, based on the Roche Parish development brief. It was agreed that NB would check the issues included in the template against the housing text he had already drafted, and amend as necessary to ensure that all appropriate conditions were included. **NB action**

The current housing text covers generic policies related to development. It was therefore agreed that NB would add a section in the housing text to cover preferred housing site(s) to justify selection. Express requirements/conditions for each site (for example affordable housing, community facilities and the like) would also be included. **NB action**

Investigations and assessments are continuing on the selected amber sites, including meetings with landowners. **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**

6. Draft Neighbourhood Plan Environment & Coastal Management

GC and PD had amalgamated the draft texts from the Introduction, Housing, Environment & Coastal Management, Infrastructure and Wellbeing & Economy sections. They had also carried out an initial edit and as part of this had redistributed the text from the Infrastructure section to other sections. The first draft was distributed for comment by members. **Members' action**

PD will contact Nick Walker about preparing the figures we need for the NP. **PD action**

7. Next meeting

Next meeting will be held at 9:30am on 19 September 2016.

**SOUTH MILTON
NEIGHBOURHOOD PLAN
PROJECT PLAN**

Item	Who	When	Status 22/8
Consultation Document			
Introduction - Vision, Background History	GC	31 May 2016	Amalgamated in final draft
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	Amalgamated in final draft
Environment and Coastal Management	NT	Mid-June 2016	Amalgamated in final draft
Infrastructure	TL	31 May 2016	Amalgamated in final draft
Well-being and Economy	PB/NB	Mid-June 2016	Amalgamated in final draft
Finalise draft plan	PD/GC	Mid-Sept 2016	In progress
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	