

SOUTH MILTON PARISH COUNCIL
NEIGHBOURHOOD PLAN
Internal Meeting No 24
19 September 2016
RECORD OF DISCUSSION

Present

Tim Lewis (TL) – Chairman

Graham Collyer (GC)

Paula Booker (PB)

Nick Townsend (NT)

Paul Davies (PD) – Apologies

Nick Bailey (NB) – Apologies

ALL TO NOTE – Internal meetings will be held weekly until the draft NP is complete

1. Notes of Last meeting

The notes of meeting No 23 were approved and had been posted on the website

2. Matters Arising

All actions from the meeting on 22 August 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. Editing the draft plan is taking longer than originally scheduled and the start date for consultation has been deferred by a month to mid- October. The NP group will meet once a week until the draft is completed.

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**

NB has reviewed and revised the housing text to ensure that it included all appropriate conditions from the Roche Parish development brief. NB had also added a section in the housing text to cover

preferred housing site(s) to justify selection and the express requirements/conditions for each site (affordable housing, self-build, community facilities and the like).

TL reported that South Hams potential allocation of housing to South Milton would be covered by our proposals for housing within the preferred sites, and that our proposals will meet local needs. There would therefore be no additional housing requirements imposed by South Hams.

TL also reported South Hams advice that the design guide prepared by Gwithian Towans was an excellent reference document

Investigations and assessments on the selected amber sites are almost complete and the final assessment is to be documented for approval by the Parish Council. **TL & PD action with assistance from NT**

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

It was agreed that the draft NP would be prepared in landscape as this orientation fitted the shape of the parish map much better. The text would be in double columns which would also make reading the plan easier.

NB's comments on the text were discussed and the text will be amended where appropriate. **GC & PD action.**

The text is generally in good shape but needs to be critically edited to ensure that statements accurately convey facts and intended actions. **GC & PD action.**

PD had circulated a copy of a map prepared by Nick Walker. It was agreed that each author should mark-up a copy of each figure required for their section of the NP. Authors should also prepare any other figures (bar charts, pie charts, etc), tables and photos required for their section. Each figure, table and photo should be listed for the next meeting – each figure/table/photo number should be preceded by the chapter number. **GC/NB/NT/PB/TL action**

7. Next meeting

Next meeting will be held at 9:30am on 27 September 2016. Future meetings will be held on 3, 10 and 17 October at the same time.

**SOUTH MILTON
NEIGHBOURHOOD PLAN
PROJECT PLAN**

Item	Who	When	Status 19/9
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	Delayed to mid-October
Neighbourhood consultation start	TL	16 Sept 2016	Delayed
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	