

SOUTH MILTON PARISH COUNCIL
NEIGHBOURHOOD PLAN
Internal Meeting No 25
27 September 2016
RECORD OF DISCUSSION

Present

Tim Lewis (TL) – Chairman

Graham Collyer (GC)

Paula Booker (PB)

Paul Davies (PD)

Nick Townsend (NT)

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 24 were approved and had been posted on the website

2. Matters Arising

All actions from the meeting on 19 September 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. Good progress has been made in the last week but the NP group will continue to meet once a week until the draft is completed. Preparation of the figures is on the critical path.

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**

The Parish Council has asked TL to write to SHDC setting out our proposals for housing which are designed to meet local needs. The purpose of this letter is to forestall any possibility that the SHDC

will attempt to impose any additional housing requirements on the Parish arising out of the current exercise to allocate 700 houses to villages in the South Hams.

Investigations and assessments on the selected amber sites have been completed. Documentation of the assessment, prepared by TL and NT, was discussed and endorsed by NP group members. TL will submit the assessment for approval by the Parish Council. **TL 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

Members' comments on the draft NP were tabled and discussed with GC amending the text on his laptop as the discussion progressed. The text was amended up to section 6.4 when the meeting had to be closed. Discussions will continue on the remaining text at the next meeting.

TL will ask Marion Brice if she will write the forward. **TL action**

GC/TL/NT will walk the footpaths to agree important viewpoints. **TL/GC/NT action**

PB and NT had prepared a list of figures, tables and photos from their sections of the NP. Other members were asked to add to this list (attached for reference). **GC/NB/PD action**

PB offered to assist with preparation of any figures requiring use of Excel.

PB offered to work with Nick Walker to prepare the map figures. Members were asked to pass marked-up copies of their figures to PB at the next meeting. **GC/NB/NT/PD action**

7. Next meeting

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

**SOUTH MILTON
NEIGHBOURHOOD PLAN
PROJECT PLAN**

Item	Who	When	Status 27/9
Consultation Document			
Introduction - Vision, Background History	GC	31 May 2016	Amalgamated in final draft
Assessment of housing sites	Phil Baker	1 July 2016	Complete
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	