

SOUTH MILTON PARISH COUNCIL
NEIGHBOURHOOD PLAN
Internal Meeting No 28
17 October 2016
RECORD OF DISCUSSION

Present

Tim Lewis (TL) – Chairman

Paula Booker (PB)

Paul Davies (PD)

Nick Townsend (NT)

Graham Collyer (GC) - 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 27 were approved and had been posted on the website

2. Matters Arising

All actions from the meeting on 10 October 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 is being made with finalising the text of the NP. Preparation of the figures remains on the critical path and PB is due to meet the drafter/printer (Nick Walker) on 18 October. Completion of the draft NP is still expected by the end of October.

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**

TL will submit documentation of the endorsed amber site assessment for approval by the Parish Council. TL will also arrange for a closed session with the parish council to present the draft NP on 24 October. **TL action**

TL and PD are continuing dialogue with landowners on preferred sites. **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

GC/TL/NT had walked the footpaths to agree important viewpoints and take photographs on 12 October.

GC/PD/PB/NT had compiled a complete draft final NP and all sections were reviewed during the course of the meeting, apart from the Housing section. PB/PD will update the document taking account of all comments during the meeting and produce a draft final NP. This document will be discussed at the NP meeting on 24 October and presented later the same day to the parish council.

PD/PB action

Members had prepared drafts of all figures and discussed with PB. PB will begin working with the drafter/printer on 18 October. **PB action**

7. Next meeting

Next meeting will be held at 9:30am on 24 October 2016.

**SOUTH MILTON
NEIGHBOURHOOD PLAN
PROJECT PLAN**

Item	Who	When	Status 17/10
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 end-October
Neighbourhood consultation start	TL	16 Sept 2016	Delayed to early Nov
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	