

SOUTH MILTON PARISH COUNCIL
NEIGHBOURHOOD PLAN
Internal Meeting No 31
7 November 2016
RECORD OF DISCUSSION

Present

Tim Lewis (TL) – Chairman

Graham Collyer (GC)

Paula Booker (PB)

Nick Townsend (NT)

Paul Davies (PD)

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 30 were approved and had been posted on the website

2. Matters Arising

All actions from the meeting on 31 October had been completed.

3. Liaison Officer

Development of the preferred site identified in the NP should satisfy the expected allocation of housing for South Milton parish arising from The Plymouth and South West Devon Joint Local Plan. Phil Baker will however keep us informed on progress.

4. Administrative matters

Current progress on the schedule for completion of NP is recorded at the end of these notes. Good progress was made with finalising the text of the NP in the last week. PB had also made good progress with finalising the figures with Nick Walker's drafter to prepare the other figures.

Completion of the draft NP has slipped to mid-November.

TL will check on requirements for publicising the draft NP. **TL action**

5. Housing Policies

A rural exceptions housing policy has been included in the draft NP

TL will confirm the boundaries of the preferred site with the landowner. **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

During the last week, the following had worked on 31.10.16 version of the final draft NP:

- GC chapters 1 to 5
- NT chapter 6
- PD chapters 7 to 9
- PB the figures

During the meeting the whole NP was reviewed with members identified above revising the text and figures to take account of comments.

To complete the final draft, PB will need to finalise the figures and these will then be incorporated by the members identified above into the final text. The finalised texts will then be amalgamated by GC and PD.

The objective will be to have a complete final draft NP for review at the next meeting and have it ready for printing by the end of next week.

7. Next meeting

Next meeting will be held at 9:30am on 14 November 2016 at Collacott Barn.

**SOUTH MILTON
NEIGHBOURHOOD PLAN
PROJECT PLAN**

Item	Who	When	Status 24/10
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 mid-Nov
Neighbourhood consultation start	TL	16 Sept 2016	Delayed to mid- 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	