

SOUTH MILTON PARISH COUNCIL

NEIGHBOURHOOD PLAN

Internal Meeting No 46

10 April 2017

RECORD OF DISCUSSION

Present

Tim Lewis (TL) – Chairman

Graham Collyer (GC)

Paul Davies (PD)

Nick Townsend (NT)

Nick Bailey (NB) - Apologies

Paula Booker (PB) – Apologies

1. Notes of Last meeting

The notes of meeting No 45 were approved and had been posted on the website

2. Matters Arising

Actions arising from the last meeting on 3 April 2017 had all been completed except as repeated below.

3. Liaison Officer

Mandy Goddard will advise on how to implement the proposed green buffer between the Dairy Site and South Milton village. **Mandy Goddard action**

4. Administrative matters

The schedule appended to these notes includes the SEA and the requirement to go through the consultation process again. Mandy Goddard will check with Nick Chisolm-Batten of AECOM whether the second round Regulation 14 consultation is required after the SEA. **Mandy Goddard action**

The status of the funding is as follows:

- Awaiting confirmation from Nick Chisolm-Batten of AECOM that the SEA can proceed and funding has been approved.

5. Draft Neighbourhood Plan

The housing exhibition had been held on 7/8 April at the village hall. Seventy six people had attended and 61 had completed comment forms – a few more are expected as a few attendees took away the forms to complete and return later.

The exhibition material is still available for inspection at TLs home and a few people who had not been able to attend at the weekend had been in contact with TL to view the documents.

The comment forms were reviewed briefly:

- The forms showed 59 in favour of the process that had led to selection of the preferred site and two against
- Most forms included comments many endorsing the preferred site and recognising/praising the work of the team that prepared the draft NP and exhibition. All other comments were constructive and pertinent and responses will be prepared and changes made to the draft NP as needed.

The following actions were agreed:

- NT to work with Parish Clerk to prepare a summary of all the comments. **NT action**
- TL to invite someone to a meeting to improve the SGs understanding of the ins and outs of affordable/social housing. **TL action**
- PD to thank Nick Walker for the excellent service and quality of the exhibition material. **PD action**
- The exhibition material will be uploaded on to the website. **PD/GC action**

The SG concluded that the comments on the exhibition and draft NP showed there was an overwhelming endorsement of the direction we are taking the NP and the SG are determined to complete the NP as soon as possible. The following actions were agreed:

- On her return from holiday Mandy Goddard will be pressed to advise on implementing the green buffer and whether another round of regulation 14 consultation will be required. **TL action**
- AECOM will be pressed to complete the SEA as soon as possible. **TL action**
- The consultation document is vital and should be completed as soon as possible. **NB action**
- The comment response documents (draft NP and exhibition) should be prepared with target completion date of 1 July 2017. NT will lead this. **NT action**
- The NP update will be done in parallel with preparing the comment response document but can't be completed until the outcome of the SEA is known. **All to action**

6. Next meeting

The next meeting will be held at 10am on 24 April 2017 at Collacott.

**SOUTH MILTON
NEIGHBOURHOOD PLAN
PROJECT PLAN
CONSULTATION TO PUBLICATION**

Item	Who	When	Status 10/04/17
Consultation Document			
Draft plan published	PD/GC	23 Nov 2016	Completed
Neighbourhood consultation completed	TL	16 January 2017	Completed
Revisions to draft NP			
Exhibition of housing proposals	All	7/8 April 2017	Completed
Complete SEA/HRA	Consultant	24 June 2017	
Respond to comments on draft NP and exhibition	All	1 July 2017	In progress
Revise draft NP	All	8 July 2017	
Revised draft plan published	PD/GC	15 July 2017	
Neighbourhood consultation completed	TL	25 August 2017	
Respond to comments on revised draft NP	All	29 September 2017	
Finalise NP	All	6 October 2017	
Submission of NP to SHDC	TL	13 October 2017	
Neighbourhood Plan			
Publication of NP (six weeks)	SHDC	20 October 2017	
Appointment of examiner	SHDC & TL	27 October 2017	
Review by Examiner (six weeks)	Examiner	8 December 2017	
SHDC review of examiner recommendations (six weeks)	SHDC	19 January 2018	
Examiner report and decision statement	Examiner	2 March 2018	
Publication of pre-referendum information	Electoral Services	9 March 2018	
Referendum (4 weeks)	Electoral Services	6 April 2018	
Publication of referendum decision and making of Neighbourhood Plan	SHDC	13 April 2018	