

**SOUTH MILTON PARISH COUNCIL**

**NEIGHBOURHOOD PLAN**

**Internal Meeting No 53**

**11 September 2017**

**RECORD OF DISCUSSION**

**Present**

Tim Lewis (TL) – Chairman

Graham Collyer (GC)

Paul Davies (PD)

Nick Bailey (NB)

Nick Townsend (NT)

**1. Notes of Last meeting**

The notes of meeting No 52 were approved and had been posted on the website

**2. Matters Arising**

Actions arising from the last meeting on 24/29 August 2017 had been completed except as repeated below.

**3. Liaison Officer**

The green buffer will be handled through the Section 106 agreement and has been expressly covered in the final NP.

**4. Administrative matters**

The updated schedule is appended. There is slippage of around six weeks in finalising the NP due to holiday and other commitments of Steering Group members.

**5. SEA**

The updated NP which will be forwarded by TL to Nick Chisholm-Batten so that the SEA can be finalised. **TL action**

**6. Draft Neighbourhood Plan**

NB is continuing work on the consultation document. The main outstanding item is the responses to comments on the draft NP. **NB action**

Most of the meeting was taken up with a final review of chapters 1 to 5, 8 and 9. Comments and amendments were agreed line by line and the text revised by GC during the meeting. Some further final tidying up will be carried out by PD and GC after the meeting. NT's update of chapter 6 was agreed and now includes a local project to repair the steps from Links Court car park to the beach.

Once PD and GC have completed their amendments, NT will upload the final texts to Paula's dropbox folder. **GC/PD/NT action**

Paula Booker has agreed to re-format the final document. PD will pass her the final drafts and work with her and Nik Walker. **PD action**

A final review of the comment/response document was completed and minor changes agreed. The final document is now saved on dropbox. Members thanked NT for his work on the document.

The following actions were agreed:

- TL will continue to work with PD to secure agreement with Andy Bond on the changes to the housing proposals arising from the consultation and the matters to be included in the Section 106 Agreement for the Dairy Site. **TL/PD action**
- TL will ask the parish clerk to send a copy of the complete comment/response document to each commentator. **TL action**
- Paula will be asked to make sure all paragraphs are numbered using the convention of chapter number dot para number (for example 7.18, 7.19, etc)
- NB will check to see if Mandy Goddard wants to review the housing and environmental/coastal management chapters prior to being formally submitted. **NB action**
- Once completed, the housing and environmental/coastal management chapters will be sent to Nick Chisholm-Batten so he can complete the SEA and makes sure the final NP and SEA are consistent. **TL action**

## 7. Next meeting

The next meeting will be at 9:00am on 25 September 2017 at Collacott.

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

<b>Item</b>	<b>Who</b>	<b>When</b>	<b>Status 11/09/17</b>
<b>Consultation Document</b>			
Draft plan published	PD/GC	23 Nov 2016	Completed
Neighbourhood consultation completed	TL	16 January 2017	Completed
<b>Revisions to draft NP</b>			
Exhibition of housing proposals	All	7/8 April 2017	Completed
Complete SEA/HRA	Consultant	30 June 2017	Draft completed 28 June 2017
Respond to comments on draft NP and exhibition	All	7 July 2017	Draft completed 6 July 2017
Consultation statement	All	28 July 2017	In progress
Finalise NP	All	28 July 2017	In progress
Submission of NP to SHDC	TL	4 August 2017	Delayed to mid/late September
<b>Neighbourhood Plan</b>			
Publication of NP (six weeks)	SHDC	11 August 2017	TBC
Appointment of examiner	SHDC & TL	18 August 2017	TBC
Review by Examiner (six weeks)	Examiner	29 September 2017	TBC
SHDC review of examiner recommendations (six weeks)	SHDC	10 November 2017	TBC
Examiner report and decision statement	Examiner	22 December 2017	TBC
Publication of pre-referendum information	Electoral Services	12 January 2018	TBC
Referendum (4 weeks)	Electoral Services	9 February 2018	TBC
Publication of referendum decision and making of Neighbourhood Plan	SHDC	16 February 2018	TBC

TBC – to be confirmed