

SOUTH MILTON PARISH COUNCIL
NEIGHBOURHOOD PLAN
Internal Meeting No 8
2 June 2015
RECORD OF DISCUSSION

Present

Tim Lewis (TL) – Chairman

Graham Collyer (GC)

Paula Booker (PB)

Nick Bailey (NB) - apologies

Nick Townsend (NT)

1. Notes of Last meeting

The notes of the last meeting were approved

2. Matters Arising

Matters arising were dealt with during the course of the meeting

3. Liaison Officer

NT had invited Phil Baker to join to the SM Neighbourhood Plan dropbox site.

4. Administrative matters

GC had populated the Excel spreadsheet for recording distribution of questionnaires and placed in dropbox. GC will update with latest register of electors obtained by TL. **GC action**

Phil Baker will confirm regulations on who is permitted to vote on the final plan. *Post meeting note: Phil Baker confirmed by email that only registered electors were permitted to vote on the final plan.*

TL will seek quotations for printing the questionnaires and subsequent documents from: Nick Walker; the SHDC design team; Sue Lethbridge (Kingsbridge Stationers); Veaseys of Totnes. TL will then submit application for funding. **TL action**

TL had circulated the draft Questionnaire to parish councillors. Comments and the questionnaire were discussed at the PC meeting on 18 May 2015 (refer to discussions below).

Parish Councillors had suggested that the questionnaire should be sent to children in the village. It was agreed that registered electors would be asked if they required additional copies of the questionnaire for their children, aged 14 and over and under voting age on 7 May 2015.

5. Cover

PB has made some minor updates but will not complete until the Questionnaire is finalised. **PB action**

6. Introduction

TL and NT to liaise with Phil Baker about preparation of the thematic map which will be included in the Introduction and the development boundary map that will be included at the beginning of the housing section of the questionnaire. **TL & NT action**

Phil Baker will provide a short description of each land classification/designation shown on the maps but was concerned about definitions, as planning decisions are based on context and not strict definitions. **Phil Baker action**

PB had updated the Introduction to include TLs text on processing of the responses to the questionnaire, preparation of the Plan and further consultation with parishioners.

7. Questionnaire

PB had added the vision question to Section 1 of the Questionnaire and space in question 1.11 for parishioners to add suggestions for village hall activities (eg monthly lunch).

A check was completed and it was agreed that the questions covered all the issues raised at the public meeting on 22 September 2014.

The comments and matters raised by parish councillors were discussed and actions agreed, as summarised in the Annex to these notes. NT will update questionnaire to take account of these comments. **NT action**

PB will sort out layout once all questions have been finalised. **PB action**

8. Next meeting

Next meeting will be held at 10:00am on 6 July 2015 at Collacott.

ANNEX A

Written Comments from Parish Councillors Discussed at PC meeting on 18 May 2105

Comments from Graham Gilbert with Planning Group's responses in CAPS below, as discussed at group meeting on 2 June 2015.

1. Q1.4 - this might result in a confusing/misleading response *eg I scored this 5 as I think that there are already lots of activities in the parish but there could always be more somebody else with the same rationale may score it 10?* AGREED - WE CAN COMBINE WITH 1.6 AND REWORD TO GIVE US WHAT WE ARE LOOKING FOR. QUESTIONS TO BE RENUMBERED.
2. Q1.7 - perhaps you could ask people to specify if they tick the other column - you might get some anecdotal nuggets from the answers? GOOD POINT - AMENDED TO COVER THIS
3. Q1.8 - add the word "in" CHANGED TO WITH AS SUGGESTED BY PAUL DAVIES
4. Q1.9 - I think the Hall is in good condition now and so I would not support refurbishment/development as I don't think it is necessary. I therefore answered 1 to this which might be misleading when you are trying to analyse. However, I would score it 10 if you asked if I support the principle of the maintenance of a well maintained Hall with good facilities *ie this might be a better way of getting clarity for how important this parish asset is?* GOOD POINTS. THE VH COMMITTEE HAS IDENTIFIED DEFICIENCIES AND POSSIBLE IMPROVEMENTS THROUGH CONSULTATION WITH USERS. THE EASY MATTERS HAVE BEEN ADDRESSED BUT A LONG TERM PLAN IS NEEDED TO COVER THE REMAINDER. QUESTION MODIFIED TO "I SUPPORT THE VILLAGE HALL COMMITTEE'S VISION TO IMPROVE THE VILLAGE HALL FACILITIES WHILE MAINTAINING THE FAÇADE AND CHARACTER OF THE BUILDING".
5. Q1.15 - needs a "don't know" column - *eg I have no idea personally if the provision of P&T groups is adequate or not.* - ADDED
6. Q1.25 - surely this information will be forthcoming from the answers to the previous 2 questions? - AGREED - 1.25 DELETED
7. Q2.3 - legal agreements for people with local connections? Not found to be practicable so far. THE WORDING WAS AMENDED AT THE SUGGESTION OF THE SOUTH HAMS PLANNING OFFICER ASSISTING US. WE HAVE ADOPTED THE WORDING USED IN OTHER NEIGHBOURHOOD PLANS. THE PLANNING GROUP AGREED TO LEAVE THE WORDING AS IS.
8. Q3.1 - the words "please circle as appropriate" in brackets should be next to the question and repeated for Q3.2. AMENDED
9. Q3.6 - no doubt in the final draft the answers will be on the same page as the question. YES
10. P16 - there is no way that the final plan will reflect the hopes and wishes of everyone in the village! *I would think that "the majority of people in the parish" might be more realistic.* AGREED – WORDING AMENDED (AMENDED IN THE INTRODUCTION TOO).

Comments from Paul Davies with Planning Group's responses in CAPS below, as discussed at group meeting on 2 June 2015.

Well done on the questionnaire. Looks like you have covered everything!

I have a few suggestions about wording mainly (sorry it is the teacher in me!)
I list them here to save time tonight

1 p1 para two Can you hope to reflect the hopes and wishes of everyone? Bit of a hostage to fortune
..why not say 'the overwhelming majority' or some such words?

2 para 1.2 add **word of mouth** - ADDED

3 para1.8 add **with** these facilities - ADDED

4 para 1.10 add a **new** village hall car park – WORDING LEFT UNCHANGED AS THERE IS NO CAR PARK AT PRESENT

5 para 1.14 add what stops you using **them** more often - ADDED

6 add **Youth Clubs** and **Churches** to list - ADDED

7 para 1.22 add ...regarding **public safety in** the parish - AMENDED

8 para 1.23 ...facilities **within our parish** - AMENDED

9 Last sentence: ...will be recorded and analysed **anonymously** (using a democratic process...what does this mean? I don't think it is necessary to say this)....and the hopes and wishes of **the overwhelming majority** of people in our village – AGREED, WORDING AMENDED (AMENDED IN THE INTRODUCTION TOO).

Further comment from Paul Davies after PC meeting on 18 May 2105

Just a further thought after last night's discussion...I think the responsibility for the NP and the process by which it is created needs a fuller explanation

Maybe you were planning to do this in the covering letter? But anyway my suggestion for the wording of the final para could be something like this...

All your answers and comments will be recorded and analysed anonymously.

The conclusions will be reported to the PC and they will then inform the writing of the Council's NP which will aim to reflect the collective hopes and wishes of those living in the parish – AFTER

DISCUSSION THE PLANNING GROUP DID NOT AGREE WITH THIS PROPOSAL AS THE CONCLUSIONS WILL REFLECT THE MAJORITY VIEW, SEE FINAL WORDING.