

Neighbourhood Development Plan (NDP) Steering Group

MINUTES

Monday 24 August 2020

- 147. Attendance:** Karen Addison (KA), Claudia Peace (CP), Cllr Souter (ES),
- 148. Public Attendance:** The Parish Clerk (Gail Foster) was in attendance and no members of the public.
- 149. Welcome and introduction:**
- 149.1. KA welcomed everyone to the meeting.
- 150. Apologies for absence:**
- 150.1. Ivan Royle and Karin Blandford had sent their apologies.
- 151. To elect a new Chairman for the Steering Group:**
- 151.1. Karen explained that she felt that she had been put in an unworkable position by the parish council with regard to the restrictions placed on her communicating with the consultant and steering group. She would continue as Chairman until the end of September in order that the public consultation go ahead smoothly next week and to allow for conversations between Steering Group members to see if other members were happy to take on the role of Chairman. CP expressed her dismay and disaffection with the parish council that this had happened and that KA's leadership had been invaluable to the steering group. In the short term, KA would copy ES on all communications.
- 152. Declarations of Interests:**
- 152.1. No changes were declared.
- 153. To approve the minutes of the last meeting:**
- 153.1. It was Unanimously agreed that the minutes of the meeting of 27th July be approved.
- 154. To approve the scoring matrix for Local Areas of Green Space (LAGS):**
- 154.1. The scoring matrix has been circulated within the Steering Group and made available on the Parish Council website and was one of the agenda back up papers for public viewing. It was resolved unanimously, that the scoring matrix be approved and adopted. This would be reported to the Parish Council for their further approval. **Action: Clerk.**
- 155. To consider if sites for building will be identified as part of the NDP:**
- 155.1. It was explained that the parish had not been asked by TVBC to provide any houses to be built. The plan was being drafted to create policies to protect the criteria that had been identified from public feedback.
- 155.2. Advice had been received from the consultants writing the plan. (Agenda paper 7b)
- 155.3. Another paper summarizing a public presentation given by TVBC in another parish had also been shared. (Agenda paper 7a).
- 155.4. All present confirmed that they had read the advice which was publicly available on the Parish Council website. A discussion ensued and it was unanimously agreed that after taking into account the advice given in documents in 7a and 7b that no sites should be called for building as part of the NDP. This would be reported to the Parish Council for their further approval. **Action: Clerk.**
- 156. To finalize the comments to be returned to the consultant on the draft posters.**

- 156.1.** A schedule of combined comments from the Steering Group had been prepared and publicised. It was unanimously resolved that the comments be approved with the exception that the poster on page 22 be removed from the display rather than being amended.
- 157. To consider and if appropriate to approve the plans for the public consultation on 28th August.**
- 157.1. The individual green spaces maps would be printed on A3 paper and attached to the display boards used at the previous public meeting. These would again be mounted on easels. A booklet of the maps would also be printed in 100 copies and available for residents to take away. Spares would be made available around the parish after the event.
- 157.2. The LAGS FAQ paper would be printed on A3 and displayed on easels alongside the maps.
- 157.3. The consultant would be asked to advise if the FAQ should be included in the booklet or whether a separate booklet should also be created.
- 157.4. All present were available on the day of the meeting to help at the hall and would meet on site at 12.30pm. Volunteers would be sought to help cover the later section and clear up. **Action: ES and Clerk.**
- 157.5. The consultants would be advised what time to meet. **Action: Clerk.**
- 157.6. The equipment list and floor plan for the layout of the hall along with the Covid-19 Risk Assessment were unanimously approved.
- 158. Any other business for consideration at the next meeting:**
- 158.1. Reviewing feedback from the public consultation.
- 158.2. Reviewing the revised plan from consultant on how to move forward with drafting the plan.
- 158.3. Reviewing a provisional draft received from the consultants.
- 158.4. Updates on the Grant applications from Locality.
- 159. Points from the floor.**
- 159.1. None
- 160. To confirm the date of the next meeting:**
- 160.1. The next meeting would be held on Monday 28th September.
- 161.** The meeting was closed at 7.46pm.

Date of next monthly meeting: Monday 28th September 2020 at 7.00pm via Zoom.

This a draft pending approval at the next Steering Group meeting.