

<p style="text-align: center;">EXBOURNE NEIGHBOURHOOD PLAN</p> <p style="text-align: center;">Minutes of monthly meeting held in the Village Hall on 26th May 2016</p>

Present:

Adam Hedley (AH) Michael Brady (MB) Shaugna Robertson (SR) Sally Kenealy (SK)
Dorothy Gennard (DG)

Action

1	<p>Apologies: Nick Kenealy, Nigel Hoyle, Gaye Langham, Chris Forester, Sally Hordern</p>	
2	<p>Building The Evidence Base</p> <p><u>Community Infrastructure</u></p> <p>AH reported that he had met with Mrs Gilbert, the headmistress at the primary school, to explain the Neighbourhood Plan Group's ('the Group') work on the Neighbourhood Plan ('the NP') and seek her engagement in the process.</p> <p>Mrs Gilbert confirmed that she believed there was sufficient capacity at the school to accommodate children that might move into the village as a result of the expansion envisioned in "Our Plan".</p> <p>She recognised parking issues at drop off and pick up times continued despite the school's efforts and would be pleased to work with the Group on potential solutions. She felt that parking at the playing field could potentially relieve the issue if the school encouraged its use and by allowing teachers to park away from the High Street.</p> <p>AH asked Mrs Gilbert about the generally held view in the community that the playing field's current location was a problem for the school. She denied this, explaining that the walk to the playing field was additional exercise and allowed the children to be taught road safety. She would, however, support improvements to the facilities at the playing field and anything that could be done to improve safety at the crossing.</p> <p>AH reported that he had also met with the Kris Flanagan and Olly Brereton from the playing field committee, again to encourage their engagement in the NP process. During the meeting, Kris handed over a response to MB's request for information sent earlier this year.</p> <p>They hoped to offer the most viable solution to the parking problem, which would have the added benefit of improving the facilities at the playing field. The previous playing field committee had already obtained conditional planning approval for a car park for 14 cars on the site. They felt its construction would encourage greater use of the playing field and parents could also park there when dropping off or collecting their children from school. Olly had also received an indication from residents on the High Street that they would use it as well.</p> <p>Local building firms had offered their assistance to construct the car park but no firm estimate had yet been obtained. AH had encouraged Kris and Olly to get one so that the Group had sufficient evidence to compare alternatives.</p> <p>Olly and Kris were investigating funding options and would keep the Group updated on progress and would appreciate any support that could be provided by the NP.</p> <p>It was understood that the previous playing field committee had investigated improvements to the crossing point, which resulted in the installation of the current "slow down" signs. It was hoped that the NP could help improve matters</p>	

<p align="center">EXBOURNE NEIGHBOURHOOD PLAN</p> <p align="center">Minutes of monthly meeting held in the Village Hall on 26th May 2016</p>

<p>further.</p> <p>The playing field committee would consider whether any other matters could potentially supported by policies in the NP.</p> <p><u>Transport and communications</u></p> <p>SK and NK had provided AH with their analysis of the parking and traffic problems in Exbourne, which included possible questions for the community on these subjects. NK had also undertaken some research concerning national and local guidance as well as appropriate points of contact for Highways matters locally and agreed to type this up and forward it to AH within 2 weeks. MB encouraged NK to review a Hamilton Baillie report prepared for Dorset AONB in relation to traffic calming in villages, which he thought might offer some helpful ideas.</p> <p>Some further discussion was had in relation to parking, including investigating the possibility of digging into the bank at Court Barton to create additional parking spaces perpendicular to the road and extending the utilisation of the length of road occupied by the current parallel spaces.</p> <p>Also, whether some form of restricted time limit to parking outside the shop during working hours might help business there and reduce the unwanted occasional use of the pub car park by shop visitors.</p> <p>AH would follow up with Highways in due course to discuss whether these were viable options for further community consultation.</p> <p>AH said he had spoken to Stuart Todd, the planning consultant, who had suggested making an evidenced based estimate of the parking spaces required to alleviate the problems on the High Street in advance of approaching landowners that might be able to offer suitable sites. AH would work with NK using some helpful analysis of High Street parking already undertaken by MB in relation to his Conservation Area project.</p> <p><u>Housing</u></p> <p>West Devon Borough Council ('WDBC') are no longer able to carry out a housing needs survey for the Group due to limited resources. Given the significantly higher cost of approx. £2k quoted by Devon Communities Together for carrying out a similar survey, AH had asked Stuart Todd whether he considered Devon Home Choice information on registered households in Exbourne sufficient evidence to support NP policy in this area. Unfortunately, he thought this type of information generally out of date and unreliable. Policy would need to be supported by an up to date housing needs survey which, for continuing effectiveness, would need renewing every 3-4 years.</p> <p>Some debate was held concerning the community's willingness to take on the burden of the ongoing cost and whether a housing needs survey was particularly reliable in any case. It was agreed that AH would ask Stuart Todd whether carrying out our own appeal by advertising for local people to come forward and identify their (or their family's) need might be a more cost effective and reliable piece of evidence.</p> <p>AH had also asked Stuart whether approaching other landowners who might have suitable sites for development, but had not come forward as a result of WDBC's "call for sites", might prejudice a position taken in the NP. Stuart felt this unlikely but advised that it would be important to ensure that any assessment of a new</p>	<p align="center">NK</p> <p align="center">AH</p> <p align="center">AH/NK</p> <p align="center">AH</p>
---	--

<p align="center">EXBOURNE NEIGHBOURHOOD PLAN</p> <p align="center">Minutes of monthly meeting held in the Village Hall on 26th May 2016</p>

	<p>site was undertaken on the same basis as other sites. Therefore, WDBC should be asked to review them too.</p> <p>MB continued to work on the other housing evidence. This included dealing with various updated guidance, legislation, and case law, including the recent decision supporting the Government's rather urban-centric policy that s106 contributions are no longer required by developers building less than 10 dwellings.</p> <p><u>Informing the Local Plan</u></p> <p>AH said that WDBC had indicated that neighbourhood plan groups would be consulted in relation to the latest version of their emerging Local Plan. AH felt that WDBC may take account of the local evidence base work that the neighbourhood plan groups had undertaken.</p> <p>It was agreed that, in the event a housing allocation was considered excessive, it would be helpful to build sufficient evidence to demonstrate the pressure additional housing would have on the village infrastructure. Traffic was considered a particularly limiting factor and so AH agreed to focus on the transport and communication section of the Evidence Base Report over the coming month, using the information MB had gathered in relation to the Conservation Area Appraisal as well as NK's analysis.</p>	AH
3	<p>Consultation Day</p> <p><u>Presentation material</u></p> <p>AH felt it was important that some visual aids were used in presentation materials at the consultation day to improve understanding and engagement. It was suggested an experienced photographer in the village might help with producing a series of professional pictures or film of Exbourne. SK agreed to follow this up.</p> <p>In the meantime, AH asked the Group to consider what images they would like to help present their consultation day material in advance of the next meeting.</p>	<p>SK</p> <p>ALL</p>
4	<p>Publicity</p> <p>Some discussion was held around the format of a NP stand at the Church Fete. It was agreed that it would mainly be used to promote the community consultation day on 24 September. Positive and negative images of houses and parking could be used to grab attention and "save the date" flyers handed out.</p> <p>AH would speak to NH to see if he could assist SH in preparing material for the stand and setting it up for the day.</p>	AH/NH/SH
5	<p>Finance</p> <p>AH said that he had completed the due diligence for the Locality Grant and the total funding requested of £6,950 had now been paid into the Parish Council's bank account.</p>	
6	<p>AOB</p> <p>None</p>	
7	<p>Next meeting</p> <p>Thursday 30th June 2016, 7:30pm in the Village Hall</p>	ALL