EXBOURNE NEIGHBOURHOOD PLAN Minutes of monthly meeting held in the Village Hall on 30th March 2017

Present:

Adam Hedley (AH) Michael Brady (MB) Sally Kenealy (SK) Dorothy Gennard (DG) Gaye Langham (GL)

Action

1	Apologies: Nick Kenealy, Sally Hordern, Shaugna Robertson	
2	Building the Evidence Base	
	Publication of draft JLP	
	The Group discussed some of the key points in the recently published "Pre- submission Regulation 19" draft of the Joint Local Plan ('JLP'):	
	 Exbourne has been defined as a "Sustainable Village". The JLP has made an indicative assessment that around 30 new homes are capable of coming forward in Exbourne in the period from 2014 to 2034. The JLP allows neighbourhood plans to determine which sites to bring forward for development in "Sustainable Villages". However, the Local Planning Authorities ('LPA's') will keep this under review and, if sufficient housing numbers are not coming forward through neighbourhood plans, then they may make their own allocations in the next review of the JLP. The Regulation 19 consultation runs from 15 March to 26 April 2017 and the LPA's are asking everyone who is interested whether they agree that the Plan is "sound" and complies with legal requirements. The Group agreed it should ask for a number of matters in relation to the sustainable village policy to be clarified in the LPA's neighbourhood plan consultation event to be held on 10 April 2017 (AH, MB, & GL to attend). 	АН
	Housing	
	The Group discussed some advice sought from Stuart Todd in relation to various matters including a methodology for determining scale for potential housing site allocations in the Neighbourhood Plan.	
	The site assessments for the Community Consultation Day were discussed at length. Given the number of sites, it was agreed that it would be helpful if they could be "scored" against the various assessment criteria. This would summarise the assessment findings and sites could be ranked according to how well they score. AH explained that he had already asked West Devon Borough Council to produce their granular analysis and scoring of the various assessment criteria for the sites included in their Strategic Housing and Employment Land Availability Assessment ('SHELAA'). It was hoped this would guide the Group in the process and help its understanding of the LPA's conclusions. In the meantime, AH would update the site assessments to show the results of a scoring exercise undertaken by DG using the site assessment tool provided on WDBC's neighbourhood plan website. DG agreed to send AH a copy of her scoring sheets.	AH DG
	Affordable Housing	
	AH informed the Group that he, MB and Steve Blakeman met with a representative of the Wessex CLT project at the beginning of March. It appears CLT's are most effective where communities want to deliver 100% affordable housing on plots that wouldn't normally be given permission for housing known as "exception sites". The minimum number of homes needed for a project to be	

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	economical is 6. Given current anti-development sentiment and housing needs evidence, it is unlikely that such a scheme will be appropriate for Exbourne at present. MB also reminded AH that CLT's could be used in cases where "on site" affordable housing was delivered in larger developments.	
	Parking	
	The Group agreed that there was not sufficient time in advance of the Consultation Day to prepare detailed potential village parking site proposals (layout, costings etc.) on centrally located development sites. The Group agreed it could develop such proposals further once it had established whether the community even supported the principle of creating a village car park.	
	Local Green Spaces	
	The "Local Green Space" consultation held throughout March had generated a number of nominations throughout the village. GL agreed to produce a list of nominations, showing which of the National Planning Policy Framework eligibility criteria each nomination met. This could then be used to establish support for each site on the consultation day.	GL
	Community Consultation Day	
	AH requested that all presentation material for the Consultation Day was submitted to him as soon as possible. He reiterated the need to focus on the key messages and to keep everything concise to maximise community engagement.	ALL
3	AH had spoken to the design team at South Hams District Council, who would assist with mapping requests. They have limited resource to undertake any significant external design work but could help tidy up our display board material. They have recommended that they print the display board material on "plastic paper" which doesn't rip, can get wet etc. They have also suggested that the pages are as big as the board itself (A1 portrait typically) and incorporate all pictures etc. on a single page if possible (to ensure layout works). AH said he would have a first attempt at producing the display board material in a relatively standard A1 layout. Any pictures should be sent to him as original to ensure quality is retained when blown up.	АН
	Various Consultation Day activities were discussed. The amount of activities suggested by Devon Communities Together aimed at children were regarded as somewhat excessive, given likely attendance. SK would investigate whether the WI could sell cake and biscuits with the teas and coffees. SK would also make enquiries into the availability of a gazebo for outside shelter (perhaps SH could provide?). The Group agreed AH should address attendees on "what was	SK
	expected" and "why it matters" at various points throughout the day. It was also suggested that Sue Rose's guided walk should try and relate to the built environment as much as possible – MB agreed to provide various subject matters	AH GL/MB
	relating to the Conservation Area that could be discussed.	
	Publicity	
4	AH to prepare articles for the May Parish Pump and possibly an editorial for the Okehampton Times. AH to ask SH for her contact at the Okehampton Times.	AH
	AH to prepare posters for notice boards and telegraph poles along the lines of "this is your chance to influence future development and conservation".	АН
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	Finance	
5	AH reported that the Group had secured the second round of Locality grant funding to cover the Community Consultation Day and various follow up work.	
	AOB	
6	MB reiterated a point he had made in a previous meeting that the NP should deal with rural matters, including examining whether the change of use of farm buildings should be limited in the case of certain potentially disruptive business uses. AH said this question had been addressed in the Evidence Base Report and would feature at the Consultation Day on the Employment and Business display board. DG reminded the Group that the JLP provides a policy for guiding development within the countryside (policy TTV32), which needs to be read alongside other more generic policies of the plan concerning rural sustainability, development and the natural environment.	
7	Next meeting Thursday 27 th April 2017, 7:30pm in the Burrow.	ALL

IF YOU ARE READING THESE MINUTES AND INTERESTED IN JOINING THE NEIGHBOURHOOD PLAN GROUP, OR MAKING A CONTRIBUTION TO THE GROUP'S WORK, THEN PLEASE CONTACT ADAM HEDLEY ON 851648