

Minutes of the Neighbourhood Plan Steering Group (NPSG)

Virtual Meeting via Zoom on Tuesday 9th March at 7.30pm

Present: NPSG Members: Alison Alexander (Chair), Mike Loverock, Cheryl Loverock, Ian Catherall and Andrew Mogford

Attending: Karen Smith (Clerk)
and 1 Member of the Public

1) Parishioners Time – Points Raised and Questions

- *A member of the public queried what information has gone to South Hams DC from the Group.* It was clarified that nothing will go to SHDC until after the Regulation 14 Consultation, and this is not anticipated until the summer. The NPSG have consulted with Duncan Smith, who works for SHDC Planning, as a 'sounding board'. There has been additional contact with SHDC staff – namely with Alex Rehaag and Rob Ellis – who have been sought out for specific advice on certain aspects along the way. Lee Bray, the group's Consultant is independent from SHDC.

2) Apologies received from Bruce Thorogood, Tom Lowry and Jacqi Hodgson.

3) The minutes from the last meeting on 23/02/21 were approved.

4) Matters Arising

Regarding SNP5 Single Policy Exception Sites, Ian confirmed that under e) he agrees with the size of area being stated at 0.1ha. Alison confirmed that Tom's policies have been added and that Chris has had input to the section on Affordable Housing.

5) Declaration of Interests and Dispensations relating to particular Sites

- Alison Alexander (Chair) declared a financial interest in Site 8.
- Ian Catherall declared a financial interest in Site 4.

6) Finance

- Lee's invoice for 4 hours work on the Evidence Paper has been received and paid.
- Karen/Chris are monitoring invoices against grant and Chris will finalise the return of the current unspent Grant once all March dated invoices are in and the End of Year Return is requested by Locality.
- It was agreed any further work for Lee should wait until April, so as not to compromise the terms of the existing grant.
- The next tranche of Grant should be applied for in April to cover the process to Plan submission. Ed to be involved in grant application – with handover from Chris, although Bruce has experience of grant process and can support.
- Karen confirmed a small float will remain in the NP accounts of £383.90 once the current grant is returned and this can be used to tide over.

7) Correspondence

- Email from Simon Oldridge, Sustainable Staverton, regarding energy & sustainability.
- Email from owner of Site 7 looking for an update. Alison has responded indicating the decision not to allocate sites in Staverton, but that an assessment of his site will go forward with the Plan.

8) Design & Energy Efficiency Policies

The NPSG discussed the Design and Heritage, Natural Environment, Transport, & Energy Efficiency and Flooding Policies line by line and the draft plan document was edited live accordingly from Section 6 – Section 9 inclusive. It was agreed by all that it was unnecessary for each edit to be recorded as per the previous meeting.

The following points were noted:

- Important to leave the Business Section for Bruce to have input
- Need to come back to Simon's email in respect of modifications to existing buildings
- Under Policy SNP10, need to clarify how bright 800 lumens is
- Bus services were queried, but checked and clarified during the meeting
- Alison to reformat SNP12, 2 a) b) c) d) on separate lines
- Consider some further clarification under 'new development' in terms of specifying BRE ratings to secure targets

Action

- Alison will clarify with Lee what is required for Pre Reg 14 – draft plan, photos, appendices etc?
- Everyone to look at remaining sections for next meeting

9) Date and form of next meeting

Monday 29th March at 7.30pm. This will again be a virtual meeting, open to all.

Meeting closed 9.15pm

Karen Smith, Clerk