

Minutes of the Neighbourhood Plan Steering Group (NPSG)

Virtual Meeting

Monday 3rd August 2020 at 7.30pm

Present: NPSG Members: Alison Alexander (Chair), Ian Catherall, Mike Loverock, Cheryl Loverock, Bruce Thorogood and Andrew Mogford; Karen Smith (Clerk).

1) Apologies – Tom Lowry and Chris Timpson

2) The minutes from 21.07.20 were approved.

3) Declaration of Interests

Interests were declared, as per previous meetings:

- Alison Alexander (Chair) declared a financial interest in Site 8.
- Ian Catherall declared a financial interest in Site 4.
- Bruce Thorogood declared a personal interest in Site 13, being his next neighbour; also in Site 8, being across the road (non visual); and also in Site 10, being across the valley (visual).

4) Finances

Chris not present so nothing further to update, other than he is aware an application needs processing for the Open Meeting costs.

5) Consideration of assessments of sites which NPSG may reject

Having produced a cohesive proposed rejection list grouping Lee Bray's assessment and scores against how the NPSG had scored each, members discussed in more detail the evidence supporting rejection of the following sites:

| Site | Summary Comments for Proposing Rejection (Reference to the above mentioned list should be made for full detail) |
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| 6 | Significant constraints of access; adverse impact on local landscape; SAC Site scored poorly under relationship to local village & services and is in a bat zone. The Group ranked this Site 24/26 and are pretty much in accordance with Lee. |
| 9 | Significant constraint of no safe pedestrian access The Group ranked this Site 23/26 and agree with Lee's assessment completely. |
| 10 | Steep site and impact on landscape (depends where houses are positioned) Although this site scored better with the Group's assessment (at 9/26 if houses were put in SE Corner), than with Lee's, it is the view of the Group that the site would be both difficult and costly to develop and so was not viable. |
| 11 | Significant constraint of no safe pedestrian access; distance from village and services. The Group ranked this Site 21/26 and are pretty much in accordance with Lee. <i>While discussing Site 11, it was raised that when it comes to the Mill Site, the Group need to say where the access can be.</i> |
| 12 | Remote; at risk of flooding; impact on landscape and ecology Group's ranking 26/26. Again in accordance with Lee, scoring just 1 worse than Lee under ecological impact. |

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| 14 | This Site risks overdevelopment to Landscope due to the likely approval of the Beara Site; also creates significant incursion into the countryside. Access does not work well. Group ranking 9/26, scores pretty much in accordance with Lee's assessment. |
| 19 | Not in settlement form; incursion into surrounding countryside; over development of Landscope. Group's ranking 14/26. |
| 22 | Adverse impact on ecology (forest) due to removal of trees; unsafe pedestrian access; SAC. Group ranking 21/26, pretty much in agreement with Lee. |
| 23 | Very significant constraints including its remoteness and dangerous access lead the group to view this Site as a non starter – Group's ranking 25/26. |

The following was agreed:

- Clarify how the scoring works as a separate preamble – explain lower numbers better
- Clarify all anacronyms such as SAC (Special Area of Conservation)
- Clarify policy wording to reflect what the group want to achieve.
- Go through the same process for all the other sites – **Alison to action for next meeting**
- Draft a letter to go to all the landowners re allocated/not allocated/pending – **Bruce to draft and circulate.**

6) Open Meeting

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| Location: | Several options were discussed. Staverton Church allows one way system and social distancing and is not weather dependent. Cheryl to raise with PCC. |
| Date: | 26/27 September 2020 |
| Purpose: | Preliminary consultation to check the public's views of what has been done. There will be a Pre Reg 14 Public Consultation later on. |
| Advertising: | Alison/Cheryl to put something in Parish News; Mike/Cheryl to sort Banners; Posters; Parish Email and Facebook page. |
| Staffing: | Need rota of people to run it. Stewards on the door. |
| Format: | Drop in Event, leave notes/questions |
| Displays: | Bruce to ask SHDC Design what lead time is and also regarding borrowing display boards |
| Materials: | Copy of Questionnaire; Large Maps with locations of Sites proposed for allocation marked; A4 Sheet per Site (to be decided whether to display in rank order, or by location); Copy of First Draft of the Plan – to be shown by revolving slideshow (probably two projectors, one at each end of the Church); Housing Policy & Planning Policy Sections to be taken out of Plan and put with Site Allocations & Assessments - used as Introduction? |
| Covid: | Notice of Restrictions. Use of Sanitiser, bring own masks. No refreshments List of Attendees for Track & Trace. Ensure people don't gather. |
| Publications: | Maps and A4 Sheets detailing Sites to be made available on Website for non-attendees (a day or two before the event). Ensure all documents meet accessibility requirements. |

7) Correspondence - None raised.

8) Date and form of next meeting - Thursday 20th August 2020 at 7.30pm. This will again be a virtual meeting and members of the public wishing to join will find the appropriate link on the Agenda when it is published.

Meeting closed 9.00pm. Karen Smith, Clerk