

**MINUTES OF THE TOTNES NEIGHBOURHOOD PLAN TASK AND FINISH GROUP
MONDAY 19TH FEBRUARY 2018 AT THE GUILDHALL TOTNES**

Present: Councillors R Adams (Chair), M Adams, R Hendriksen, P Paine, M Parker, J Westacott MBE; SHDC Cllr J Birch; G Allen, C Allford, L Cowling, A Garner, S Lambert and C Watson.

In Attendance: Public and Sara Halliday (Administrator).

Apologies: S Jones.

No	Subject	Comments
1	To receive any apologies.	Apologies were received from Steve Jones.
2	To address any actions arising from the meeting on 11 th January 2018.	<p>The minutes were agreed. Matters arising:</p> <p>Item 3 – point 1. An update from the sub-groups is Item 3 on the agenda.</p> <p>- Points 2 and 3. An email was sent on 26th January 2018 to all TNP Task and Finish Group members attaching: public consultation event analysis; Totnes conservation area information; and a map showing the parish boundary.</p>
3	<p>To receive an update from the sub-groups on policy review and an estimate of how long the task will take to complete:</p> <ul style="list-style-type: none"> • Bridgetown • Green Spaces • Heritage • Transport and Car Parking • Health and Wellbeing • Adult Training and Education • Planning 	<p>Bridgetown Sub-Group: The sub-group has reviewed the policies and narrative relating to Bridgetown and Steamer Quay, and has removed all references to: a pedestrian bridge; AECOM report; development; and the river park (with relevant aspects now incorporated in the River Dart section). At the next Bridgetown Alive meeting the work of the sub-group will be raised, as well as an idea for a future community event focussing on the Neighbourhood Plan.</p> <p>Green Spaces Sub-Group: There was discussion of the green/open space above the Baltic Wharf development and whether this is protected from future development. Cllr Birch explained that an S106 agreement for this land exists which classifies the area as open space. Action: Cllr Birch to obtain a copy of the S106 deed and for it to be circulated to all (TTC Offices).</p> <p>Heritage Sub-Group: More needs to be made in the Neighbourhood Plan of the buildings and heritage of the town. Case studies of similar towns are being looked at and advice from English Heritage sought on what can usefully be included to guide developers and planners.</p> <p>Transport and Car Parking Sub-Group: The value of the town car parks as a community asset needs to be set out, as well as providing a revenue stream for SHDC. Transport options are being looked at, particularly in relation to air quality issue. The railway station and the railway rolling stock does not currently provide step-free access and this should be improved for disabled users. The Chair would like to attend the next meeting of the sub-group and suggested that Andy Garner also attends to provide economy and business input.</p> <p>Health and Wellbeing Sub-Group: Volunteers are needed to join this group. Ideas of: getting planners to consider the impact on air quality of</p>

		<p>a new development proposal alongside those that have already been passed or are in contention, rather than in isolation; that any developments along the A385 and Western By-Pass would need to consider the effect on air quality; and the effect that developments in Paignton and Brixham have on through traffic volumes in Totnes.</p> <p>Planning Sub-Group: A reminder that a Neighbourhood Plan's purpose is to give planning guidance to developers and that it will be checked by SHDC to ensure that it is legally compliant. Cllr Birch proposed obtaining a checklist from SHDC about what they expect the Neighbourhood Plan to contain, and is content to speak to SHDC about the various sections of the plan as they become formalised. There was discussion of including percentages for affordable homes and exploring eco or self-build options. To identify any housing beyond the numbers set out in the Joint Local Plan could draw criticism based on the public reaction in 2017 to version 6 of the draft Totnes Neighbourhood Plan which saw development proposals for Steamer Quay and increased housing numbers at KEVICC numbers - the Task and Finish Group should be mindful of this.</p> <p>Adult Training and Education Sub-Group: This area is not a priority at the moment.</p>	
4	To update on the grant funding available through Locality, and its applicability to any of the sub-groups' findings to date.	<p>The Chair asked the sub-groups to consider whether any grant funding from Locality could be used to provide a report to help strengthen a policy strand.</p> <p>Action: all sub-groups to consider ideas and communicate their requirements to the Chair by Friday 2nd March 2018.</p>	
5	To note that there has been no known legal challenge by Dartington to the Joint Local Plan to date.	<p>The Chair explained that rumours have been circulating about the Dartington Neighbourhood Plan bringing a legal challenge to the Joint Local Plan. There appears to be no evidence to support this claim, and whilst Dartington have provided written submissions as part of the Joint Local Plan evidence process, this does not amount to a legal challenge.</p>	
6	To note the date of the next meeting – Monday 19th March at 7pm.	<p>The Chair asked when sub-groups felt that it would be an appropriate time to get a planning adviser to go through the draft Neighbourhood Plan and policies – April/May was thought to potentially be a suitable time frame.</p> <p>The Chair updated that a red folder is now in the Council Offices which contains hard copies of the Task and Finish Group: membership; Terms of Reference; Declarations of Interest; Agendas and Minutes.</p> <p>The date of the next meeting was noted.</p>	