

**MINUTES OF THE TOTNES NEIGHBOURHOOD PLAN TASK AND FINISH GROUP
MONDAY 22ND JANUARY 2018 AT THE GUILDHALL TOTNES**

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

In Attendance: Cllr T Whitty and Sara Halliday (Administrator).

Apologies: SHDC Cllr J Birch.

No	Subject	Comments
1	To receive any apologies.	Apologies were received from Cllr Birch.
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 – ongoing. The main areas in need of updating on the Totnes Neighbourhood Plan Website had been identified and will be discussed with the Town Clerk and Task and Finish Group Chair.</p> <p>Item 5 – complete. The Totnes section of the Joint Local Plan has been circulated to all. Discussion of the policies is Item 3 on the agenda.</p> <p>Item 6 – ongoing. The co-ordinator is unsure whether she has received information from Bridgetown Alive about designating green spaces. No proposed green spaces in Totnes have yet undergone the thorough designation process.</p> <p>G Allen raise that she received an offer of assistance from a planning expert in Paignton to help with the Neighbourhood Plan. G Allen also introduced the idea of a healthy and thriving high street helping improve health and wellbeing in the town and it was agreed that this would be looked at as part of the policy review.</p>
3	<p>Totnes Neighbourhood Plan Policies:</p> <p>a) To review the Totnes Neighbourhood Plan policies and South Hams District Council comments;</p> <p>b) To identify, agree and prioritise those that need redrafting;</p> <p>c) To identify any new policies for inclusion; and</p> <p>d) To identify owners to take this work forward.</p>	<p>c) The following new policies areas were suggested:</p> <ul style="list-style-type: none"> - No second home ownership. - Youth provision and support for redeveloping the Skate Park. - Provision for disabled people. - Potential land for affordable housing, requesting a meeting with SHDC to discuss any possibilities. <p>a, b & d) It was agreed that the following sub-groups would form to look at the narrative and existing policies/requirement for any new policies based on the public consultation event responses held in 2017:</p> <p>Bridgetown: Cllrs Parker and Westacott, C Allford, L Cowling and S Jones. Green Spaces: G Allen and S Lambert. Heritage: G Allen and S Lambert. Health and Wellbeing: G Allen. Adult Training and Education Sector: S Lambert. Transport and Car Parking: Cllrs Paine and Simms, and C Watson. Business/Economy: A Garner in consultation with the Chamber of Commerce, as and when required. Planning: SHDC Cllr Birch.</p>

		<p>Growing spaces, sports and recreation, services and facilities, KEVICC - All Evidence to support policies: Cllrs R Adams and M Adams.</p> <p>Actions:</p> <ul style="list-style-type: none"> - Each sub-group to bring back their initial findings and some solid points for discussion to the next meeting (All). - Public consultation event analysis, and Totnes conservation area information to be emailed to all (TTC Offices). - A map showing the parish boundary of Totnes and its neighbouring parishes to be circulated to all (TTC Offices).
4	<p>To note the date of the next meeting – Monday 19th February at 7pm.</p>	<p>The Chair announced the resignation of the Neighbourhood Plan Co-ordinator. Cllr Westacott proposed a vote of thanks to Mary Coughlan-Clark for all her hard work on the Neighbourhood Plan so far, which was agreed.</p> <p>The date of the next meeting was noted</p>