

TOTNES NEIGHBOURHOOD PLAN

STEERING GROUP MEETING MINUTES

Thursday 22nd January 2015 - Guildhall, Totnes 18.00

Present: Paul Bennett, Jacqi Hodgson, Tony Whitty, Graham Swiss, Vaughn Barclay, Frances Northrop, Robert Vint, Carol Wellwood, Peter Rees, Thea Platt.

Apologies: Helen Kummer, Rosie Adams, Chris Balch.

Paul and Thea were welcomed as Chair and Coordinator.

Minutes of last meeting.

The minutes were corrected to show that Helen Kummer represents TTT Building Housing and Energy Group.

Matters arising

All matters arising will be covered in agenda items.

Task Groups

It was assumed that members of the steering group would be linked to task groups and task groups be asked for a written report before each SG meeting.

Robert, Peter and Jacqi are involved with Totnes on the Move and the Traffic and Transport Forum and hence link to a Transport task group.

Tony is involved in transport but also the Open Space, Sports and Leisure task group. Two meetings are planned firstly with Borough Park Community group and then with a wider group to look at the existing statutory and voluntary provision, what the needs are and how these become policy.

Robert advised that SHDC have produced a draft Green Infrastructure Strategy.

No formula has been established for the task groups. Task groups need to fit with the Community Engagement Strategy, involve community groups and a wider range of individuals.

The paper on task groups originally produced by Jacqi is being updated by Dartington and stronger terms of reference developed which can be shared.

Carol would like to work with the Housing task group, Vaughn, Wendy and Frances with Community Engagement.

Thea will review the current position regarding task groups, collate information from other areas and joint working on evidence gathering, transport and other shared issues.

Sites

Paul circulated plans showing brownfield sites within the town put forward by Totsoc in response to the "Our Plan" consultation. Housing on brownfield sites has been identified as a priority by the community. Frances felt that it might be premature to consider these at this stage and Graham cautioned that some might not be available or deliverable. The general feeling was that the sites should be considered by the Housing Task Group and Steering Group at future meetings and took the drawings away to consider. It will be necessary for these plans to be worked up with further details and Paul would ascertain the likely cost of this from John Baulch who had prepared the plans.

Updates

Our Plan will be the new Local Plan to 2031.

It is now expected that the publication stage of the draft plan will be reached in Nov 2015. There will be more informal consultation. Five issue papers have been circulated so far. There is concern that the district is vulnerable to developers until the local plan is approved. The 5 year land supply is based on Outline Planning Permission approvals.

Housing numbers. SHDC have yet to decide on housing numbers for the district and parishes. The issue of new Planning Approvals (eg Great Court Farm) being taken off the total number of new housing needed was discussed.

The numbers in the DPD includes 1538 through allocated sites. Graham was asked if he could provide information about how this is made up, what the figures are for new Planning Applications and how these numbers relate to the total the district are required to build.

There was confusion amongst members as to how the five year supply of deliverable housing sites was calculated. Because of failure to meet its targets over several years SHDC is now required under the NPPF to have a "buffer" of 20% over the planned supply so as to provide a realistic prospect of achieving that planned supply. Graham agreed to produce a note for the next meeting showing how SHDC has calculated what is required to meet the targets stipulated by the NPPF.

SHLAA(Strategic Housing Land Availability Assessment usually shortened to LAA) An additional 50 sites have been identified across the district so the SHLAA panel reconvened yesterday. A revised LAA report will be produced in 4-8 weeks which will be available for comment. This will help inform decision on housing numbers.

Atmos The consultation has been successful and the outcomes will be on display 30 and 31 January when broad concepts will be presented.

Publicity

It was agreed to publicise the appointment of the Chair and Coordinator in the press once the new website is established in February.

A special edition of Totnes Matters, the TC newsletter, had been agreed to focus on NP. Funding identified in TC precept. No date set.

The newsletter should also be available online.

Thea to produce text to use in newsletter and other publicity material to get message across and liaise with Ruth re newsletter.

Website could provide link with groups who form part of the task groups, for example Traffic and Transport Forum. Peter to discuss with Thea.

Thea will draw up a communications plan.

Funding and Budgets.

Frontrunner funding has been earmarked to pay coordinator and some has already been spent.

Important to be aware of what funds are available and apply for other grants. Locality or other funding could be applied for to support consultation events, employing specialist help or website development.

Thea, Ruth and Jacqi to follow up. Amount of frontrunner money remaining to be confirmed.

Correspondence

Future Homes Conference noted.

Winsland House workshop. Carol, Jacqi, Robert and Peter interested in attending.

Meeting with neighbouring parishes now 28 March to enable attendance by Harberton representatives. Invitation to all neighbouring parishes who are working towards a NP. The agenda will be prepared by Dartington and include transport, working together, sharing evidence. Suggestions for other agenda items can be sent to Jacqi.

Future Meetings

The dates of future meetings were revised. Meetings will now be held on the third Wednesday of each month at 7pm.

The next meeting will be on Wednesday 18 February at 7pm in The Guildhall.