

# WEST MONKTON and CHEDDON FITZPAINE PARISH COUNCILS

Neighbourhood Plan Steering Group Meeting Tuesday 10<sup>th</sup> January 2017

Venue: B A C H, Bathpool

Time: 7.00pm

Minutes:

1. Apologies: M Chinnock, M Thompson, N Griffiths, D Webber, A Durham, I Clark, H Ellis.

Present: K Tutill, M Pollock, J Woollacott, K Brown, R Tully, N Cavill; J Pearson and T Cavill.

K Tutill thanked all contributors who had brought the NP to this draft stage. The documents had been sent to Ann Rhodes for informal review. There will be more iterations before the Draft is circulated. It was noted that Ann's responses to the questions raised in the documents sent to her would be useful to have before going out to 'Pre-submission Consultation' – estimated to be mid-February. Both Parish Councils will be asked to provide an agreement in principle before the document is made available for public comment. TD will indicate who should be consulted. The NP Steering Group will decide which of the comments to include in the final document that will go out for formal consultation.

## 2. Review of Draft NP Sections

It was noted that each of the policy sections has a slightly different style although conforming overall to the template provided by Locality via M Pollock. It was agreed that this was acceptable as it indicated multiple contributors. Some evidence gaps need filling in the different policy sections: please can teams do this?

The Policy sections were signed off in principle subject to minor adjustments.

### a. Housing

The MP (Mark Pollock) reference number can be removed in the final edit.

H1 avoid blocking – needs pepper pot approach

H2 needs extra evidence as indicated in the document.

H5 the 80:20 split is a subtle change from TD policy (60:40); but recognises the difficulties associated with shared ownership. Jo Humble, Housing Enabling and Development Manager has been asked to comment – she may need chasing.

Garden Town status for Taunton is likely to assist in terms of infrastructure and the developers will be advised with matters of design such as density and open spaces.

#### b. Transport

The section looks to be complete now that the 5-metre strip and Rapid Transit proposals have been included.

#### c. Employment

maps need to be readable (scale currently too small). Suggest a hyperlink to SINE. Need the evidence from TD. Live-work units probably not deliverable.

E (b) starter units – good

E 1 (a) (b) may just become one example of employment land lost to housing e.g. Hatcheries small employment units was developed by Strongvox into housing (original Local Plan designated the Hatcheries as employment land).

Despite poor responses from Business Community (9/150 responses to questionnaire), it was agreed it is crucial that the all consultations that have been attempted should be documented as it is all evidence. So, the enquiries made to TD Ec Dev, Chamber of Commerce, etc. need to be listed. The EDF growth circle was considered, Jo will send David Redpath's contacts for a copy of the growth circle to be included as extra evidence of potential need for starter units.

#### d. Recreation and Environment

Amendments to policies R1 and R4 had been made to update the document. Include reference to the Quantock study to indicate connectivity between our NP and initiatives in adjoining areas. SWOT for semipermeable drives – ref to consultation statement (SUDS requirement anyway?) Take explanation of SWOT and put into Consultation statement.

### 3. Other Areas

#### a. Sustainability Audit

ref here to BREEAM Communities 2012 for Master Planning

Garden Town principles

Nigel Griffiths and Ian Clark have contributed to Sustainability Audit.

Sustainability Audit was signed off in principle – needs to go to Ann Rhodes for informal review, and the Parishes.

#### b. Basic Conditions Statement

Basic Conditions statement was signed off in principle – needs to go to Ann Rhodes for checking legal compliance and the Parishes for pre-submission consultation.

#### c. Introduction and Vision

Vision ok

Introduction – add in ‘why doing it’ and ‘great news about garden Town status granted 6 Jan 2017. (Raising the bar on Master Planning/shaping the community). Move SWOT table into the Introduction.

Put a conclusion under (5) ref delivery of NP...

#### d. Maps and Graphics

Need some better versions from TD

Scrutiny of Table 1 in Basic conditions

Need to put parish boundary maps and an explanation of the Staplegrove Urban extension exclusion area into the Appendix/supporting documentation

#### e. Photographs – use JR photos...?

f. SEA Screening Opinion TD will do - have asked Ann Rhodes to confirm

g. Human Rights Statement TD will do – have asked Ann Rhodes to confirm

#### h. Supporting Documentation

List consultations – people meetings documents used, policies referred to.

#### 4. Timeframe for NP Submission

##### a. Proof reading

Volunteer from St Quintins Park in Feb will go through entire documents.

##### b. Issue to Ann Rhodes to consider

Informal review with questions underway

##### c. Public Consultation

need leaflet and some tidying up of documents

#### 5. Public Consultation

Need to get an agreement in principle by both parishes before sending out to public. This can be put to both PCs this week. Not a signing off of the final document but an endorsement to go ahead with the next stage of the process.

a. Advertising make a leaflet for the 'Pre-submission consultation' including why? And benefits? Put these two also into the Introduction plus a Preface signed by KT and two Parish Chairmen.

##### b. NP Placement – village halls etc.

Can use websites, NP mailing list, Clerks can keep hard copy for perusal/inspection – may 'walk' if just left in BACH or Memorial Hall, hard copy in TD offices and Library. Ann to advise how many copies needed for this stage.

#### 6. Budget

##### a. Cost to date review

Have nearly spent all Locality Groundworks grant (end date 31 Jan 2017). Not sure if any further funds are available from Groundworks/Locality. Have had the basic grant (circa £9000.00 plus the grant for growth areas, circa £6500.00).

Vat has been reclaimed, waiting for payment.

Both parishes advised there might be shortfall in funds, needing input from parishes. Both Parishes had budget set aside for 2016/2017 and have also made provision in 2017/2018.

b. Any further costs

Mark Pollock has submitted an estimate for 5 more days, there may be some more work after that.

When work is complete, the BAT survey needs to be added – cost circa £300.00.

7. Creech St Michael

Meeting before Christmas, aims of both Neighbourhood Plans identified as very similar. Minutes recording meeting taken by CSM. WM & CF NP will share draft (electronically) once its ready for pre-submission consultation. CSM consultant in touch with M Pollock.

8. A O B

Add master planning meetings to consultation doc - also list of meetings with EA, FWAG, Somerset Wildlife – any others?

9. Date of next meeting

7<sup>th</sup> February 2017 at the BACH at 7.00pm.

The meeting closed at 9.35pm.