

STRETE NEIGHBOURHOOD PLAN – STEERING GROUP MEETING

Minutes of the meeting held in the Parish Hall at 7:30pm on Monday 13th June 2016.

Chairperson – Kate Gill

Administrator - Ralph Clark

Steering Group Members:

Pam Wills	Claire Smith	Jeremy Swainston
David Ferguson	Mark Hanson	

Apologies:	Andy Pound	Jane Hall	Harry Fenton
	David Rothwell	Louise Newman	Graham Campbell

Working Group Members:

Penny Penhale	Andrea Phillips	Jill Welham
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Apologies: Liz Ferguson

Minutes of the meeting held on 16th May 2016 were reviewed and approved.

Matters Arising: None

The meeting opened with RC referring to the email circulated to all members with details of NP consultancy services received from Richard Boyt of South Hams Planning Ltd.

RC explained that he had met Richard Boyt following the last meeting with the objective of establishing if he could provide appropriate guidance and support to members of the Steering Group through the next stages of developing Strete Neighbourhood Plan.

Details of the proposed services to be provided together with estimated costs are attached to these minutes.

It should be noted that costs incurred should be recoverable through grant funding.

Mark Hanson proposed that Richard Boyt be appointed.

Jeremy Swainston seconded the proposal.

Members present voted in favour of the proposal.

RC to make contact with Richard Boyt to confirm the appointment.

The meeting turned to the priorities determined from the Household Survey.

RC suggested the following points could form the basis of the NP policies:

- 5 to 10 housing development
- Sustainable development – energy efficient
- Protected areas
- Road Improvements
- Additional parking area
- Footpaths

It was suggested that members focus on one or two priorities at first, as a group, as this should ensure everyone's efforts are channelled in the same direction and that any major issues that may arise can be resolved before moving on.

Members decided to concentrate on the issue of housing development using sustainable construction materials and the incorporation of energy efficient systems as the first priority. Some discussion took place about community energy systems for any new development such as ground and air source heating.

Jeremy Swainston agreed to carry out some research on this and report back on his findings at the next meeting.

Kate Gill agreed to investigate recent local development in Chillington to see if there was anything that could be considered for incorporation into possible development in Strete.

Large scale maps were used to familiarise members with the layout of the village. Areas of land that were considered to be of a suitable size for development were identified on the maps and listed for on-going discussion.

There was some discussion about land for additional parking possibly being incorporated with housing development.

The meeting closed at 9:00pm

The next meeting will be 4th July 2016 at 7:30pm in the Parish Hall.

Please see on page three, details contained in the email from South Hams Planning Ltd (Richard Boyt) regarding Consultancy Services to be utilised by Strete NP.

At the moment, we have established your initial objectives, your survey, housing need survey and the feedback from the community - what is needed next is a realistic project with which you can develop this core evidence information/data into a NP.

I can reiterate that I am happy to work at a reduced rate of £75 per hour (no VAT payable) and I can envisage 4 or 5 hour 'chunks' of time to feed into your process.

I can estimate that the first 'chunk' would be an evidence and survey review to give advice on whether you are picking the right topics to concentrate on (i.e. homes, routes and parking) and what evidence base you will need to pursue these.

A second chunk might be to start translating the evidence into policies through your focus group sessions.

A third chunk might be to develop policy wording and a draft plan.

A fourth chunk might be to advise you on how to respond to the representations you receive when you go out to consultation.

A fifth chunk might be to proof read and advise going through the examination period.

Finally, you might retain me on a contingency to advise, attend meetings or other tasks on the hourly rate through the course of the process.

In a worse-case scenario, I would suggest 5 sessions of 5 hours, at £375, therefore £1875 at the maximum.

Once we know exactly what is required, there is a strong possibility of this reducing to £1500 and maybe lower.