

STRETE NEIGHBOURHOOD PLAN – STEERING GROUP MEETING

Minutes of meeting held in the Parish Hall at 7:30pm on Thursday 8th February 2018.

Administrator - Ralph Clark

Steering Group Members:

David Ferguson	David Rothwell	Kate Gill
Jeremy Swainston	Louise Newman	Andrea Phillips
Liz Ferguson	Jill Welham	

Apologies:	Claire Smith	Pam Wills	Graham Campbell
	Penny Penhale	Mark Hanson	Andy Pound

Lee Bray, our consultant, attended the meeting to respond to any technical queries from members and to provide assurances in respect of the plans content. This was very useful and his knowledge has been most beneficial in monitoring the work of SG members.

Minutes of the previous meeting held on 10th January 2018 were reviewed.

Matters Arising

Declaration of Interest

RC provided forms for those wishing to declare a non-pecuniary interest on the issue of including a map in the draft plan identifying a suggested housing development location in Lower Cox's Farm Field on the basis that they own property that is close to the site as proposed at the previous meeting.

RC, LN, JW, LF, DR and GC each signed an appropriate form.

RC to retain these DOI Forms along with a register.

Draft Neighbourhood Plan

RC informed the meeting that desk top publishing to date had produced a 5th version with minor amendments. These include a revised AONB map, an updated Conservation Area map, removal of the map for the site south of the A379, additional policy wording for item 1 of policy SNP11 and the Proposals Map on the back page. It is hoped most people will download their own copy from Strete website. RC advised 70 hard copies would be available at the planned Open Meeting and for those without access to the internet who request a hard copy. <http://www.strete.org.uk/neighbourhood/the-plan/>

Draft Plan Summary

RC produced an updated version that includes the Proposals Map on the back page.

A Phillips suggested including wording advising how to obtain a hard copy of the draft NP.

RC to action. RC confirmed arrangements for collecting printed documents on 14/02/18, issue to volunteers on 15&16/02/18 and distribution on 17&18/02/2018. Volunteers include KG, LN, JW, PP, LF, DF, DR, JS and GC. RC to produce house lists for volunteers.

Feedback Form

RC produced a proposed form to encourage a response from the community on the draft plan. Discussions took place as to how the information would be used. Completed forms can be placed in the ballot box used for the household survey at the Open Meetings.

Alternatively, completed forms could be returned to the email address provided. The form is to be used to demonstrate that community consultation has taken place together with an analysis of the support or no support for the plan as a whole, or specific policies.

Comments on specific policies will need to be emailed or posted separately to the address details provided as required by the regulations. Regulations also require that those raising a specific comment separately must include their name so that it is publicly available.

Advertising

RC circulated a press advertisement that will appear on page 3 or 5 in the Dartmouth Chronicle on Friday 16th February 2018. This advises the start and end dates of the regulation 14 consultation phase as well as two Open Meetings planned for 7th March 2018.

Posters will also be placed in the village notice boards and on the counter in the shop.

An email with a copy of the draft plan is to be forwarded to all statutory bodies and organisations listed in Schedule 2 of the Draft Statement of Consultation.

At the open meetings in the Parish Hall it is intended to prepare a display of the work completed by Steering Group members and Lee Bray, including details of the policies in the plan together with maps, etc.

RC requested support in setting up the display panels from SHDC and the various maps, etc.

On-going Works

Once the regulation 14 consultation phase has closed, any comments received will need to be collated. Response to comments received will be discussed amongst SG members and LB to ensure compliance with the regulations. This will be followed by a Response Report.

The meeting closed at 8:45pm.

With the two Open Meetings taking place on 7th March, the next SG meeting will be Wednesday, 11th April 2018, at 7:30pm in the Parish Hall.