

**REPORT OF THE NEIGHBOURHOOD DEVELOPMENT PLAN ADVISORY COMMITTEE
HELD ON 12th DECEMBER 2017**

MEMBERSHIP & ATTENDANCE

Chairman:	* Vivian Lantree	(VL)
Councillors	* Steve Watkins	(SW)
	* Jackie Worrall	(JW)
Committee Members		
	* Jon Bishop	(JB)
	Peter Dixon	(PD)
	* Gareth Hunt	(GH)
	* Robert Mann	(RM)
	* Alan Manson	(AM)

* Denotes members present

Officers present Yvonne Merritt – Clerk (YM)

17/18 APOLOGIES FOR ABSENCE

There were apologies for absence from Peter Dixon.

17/19 APPROVAL OF THE MINUTES

The minutes of the meeting dated 15TH November 2017 were approved as a true and correct record.

17/20 MATTERS ARISING FROM THE MINUTES

There were no matters arising

17/21 POLICY FOCUS – TO REVIEW THE FOLLOWING POLICIES

JB presented the project plan together with estimated timescales which he has tried to make realistic together with information about the completion plan. It included sensible consultation times.

Funding was discussed and it was agreed that this should be looked into.

It was also agreed to ask TRDC for a meeting to update officers and keep them in the loop. It was agreed that co-operation between the two authorities was important and at an early stage to ensure the smooth running of the project. With the necessary feedback the plan could be changed to ensure that risks, assumptions and dependences were taken into account.

Policy 2

SW advised that he had started to take photographs of good and bad examples of planning. YM agreed to produce a 'To Whom It May Concern' letter on headed paper, so if challenged SW had evidence of why he was taking photos.

GH – was to include the retention of bungalows within policy 2

Policy 4

RM & JW – JW agreed to draft a policy regarding the impact from development on the street scene. Wording from other authorities documents were available. RM to look at properties outside the conservation area which still have characteristics of importance which should be retained within the policy.

Discussion took place regarding the asset lists – which should be retained as locally listed or community asset – this should include the library and also support for the farming community from development of farm building. RM agreed to take on this part of the project.

Policy 5

GH agreed to look at the wording of this policy and pull out references from the local plan. A slot should be put in regarding the need for social and affordable housing. This should be evidenced with photos from SW.

Policy 6

JB has data and statistics for this policy for evidence.

Policy 7

The variety of retail needed to be considered. VL had issued a letter to all shops and business outlets within the parish to gauge their views, aims and aspirations and problems they currently had which may be addressed within the plan.

Policy 9

Good and bad examples of signage and street furniture needed to be evidenced including phone masts with photos from SW

Policy 10

VL to redraft

Policy 11

YM putting together a document to include all listed buildings and local assets inside and outside the three conservation areas.

JB to define safe routes within the policy

The action points have been defined in greater detail in appendix 1 of these minutes.

17/22 CLOSURE

The meeting having commenced at 7.30 pm closed at 9.30pm.
The date of the next meeting was set for 17th January 2018 at 7.30pm, South Lodge.

SignedThese minutes have not been checked by the Chairman..... Date

These minutes were agreed as a true and correct record and signed by the Chairman.

Signed..... Date.....