

Meeting Notes: Neighbourhood Plan Group, 17th October 2018

Present: Angela Findlay (Chair); Tom Radcliffe; Melanie Bickell; Alice Turner; Penny Griffiths; Pauline Warner

Apologies: Adrian Mercer

1 Minutes of last meeting

Matters arising:

Useful written feedback from TDC on the working draft plan has been received and the working draft amended to take their comments into account.

2 Update on development of plan

a. Mapping/Document design

Several maps received from Ian Fry at TDC: A Parish map; parish map with insets for Winkleigh and the airfield; the conservation area; the village with community buildings highlighted. A need to explore with the graphic designer how any additional information added to maps would be handled.

Maps will be an important element of the exhibition necessary to help with the 6 week consultation period prior to submission to Torridge. Additional visual material will also be needed.

The WPC web site does not have sufficient capacity to hold all the Neighbourhood Plan documentation. The Neighbourhood Plan will need its own web page.

Actions:

- **MB** to email Adrian to get copies of the maps received from Ian Fry
- **MB** and **PG** to meet and identify the photos needed for the draft plan
- **PG** to approach Alan Jacobs to do any additional photography
- **AM** to progress ongoing discussion with G5 design re web page and document design

b. Hedgerow Survey The targeted hedgerows have been surveyed, apart from fields owned by Nicolas Turner, who could not be contacted when the survey team was here. He has subsequently given permission for his land to be accessed. DWT have been approached to return to do this (although team leader is away until 5 November). Ideally the report of survey is needed by the end of the month to feed into the NP maps.

Actions:

- **PG** to contact DWT for a date to complete the survey; **AF** offered to help with the survey
- **AT** to arrange for the locked gate giving access to the fields to be opened

c. Meeting with TDC, 15 October

AM and PW met with Ian Rowland and Alan Helliwell to discuss progress, the process for sustainability screening and the housing section of the neighbourhood plan.

- Sustainability screening: TDC were content with the proposed sustainability matrix. It was suggested the matrix was prefaced by an introduction and explanation of why the NP group concluded there was no need for a full sustainability appraisal.
- Housing section: It was agreed the best way to deal with the potential level of growth in Winkleigh was to:
 - Leave the development boundary as proposed in the Local Plan (i.e. the Kingsley Plastics and Townsend Hill sites would stay outside the boundary)
 - To stipple the area to the south and west, between Hatherleigh Road and Townsend Hill with small dots on the proposals map

- To expand draft Policy H10 (dealing with land release to meet the 5 year housing land supply) by reference to the area south west of the village, and include most of the criteria used in the site specific policies (proposed policy appended to these minutes)
- The land off Farmer Franks Lane: The major community concern about this site is securing pedestrian linkages. Other requirements are captured in other policies in the plan. To avoid duplication it was suggested the discussion and policy about this site is moved to the section on traffic, transport and movement.

TDC can progress the sustainability screening once the document has been agreed by WPC. At the same time, consultants retained by TDC will do a 'health check' to make sure all the processes have been complied with and recommend any changes they think necessary prior to formal submission. This will save time at examination.

Actions:

- **AF and TR** to complete the sustainability matrix and record the reasons for their scoring
- **All** to send any comments on draft policy H10 to PW

d. Informal meeting with WPC

This will take place on 31 October in the Community Centre at 7pm. Refreshments to be available.

AT suggested all participants received a hard copy of the latest draft of the plan prior to the meeting, to encourage them to read it.

Actions:

PW/AM to email MB the working draft on Monday 22nd

PW to amend the sustainability matrix objectives to correspond to those in the draft and email to AF and TR

MB to make hard copies for distribution to Councillors

e. Timetable

The document is on track to be considered by WPC at its November meeting.

AT suggested consultation would be best deferred until February because of the January post Christmas doldrums and TDC requirements for screening etc. If screening takes 5-6 weeks we are unlikely to know the outcome until mid January.

Action:

- **Future agenda item:** Consultation dates to be revisited once the plan has been agreed by WPC; TDC to be asked to give guidance on the timescale when we submit the document for screening.

3 Content of plan

The evidence base document has been circulated. It will need to be submitted alongside the plan when it undergoes screening, and when it is formally submitted to TDC.

PW has made some amendments to the draft plan. Reference to the relevant Local Plan policies for each topic has been introduced into the housing section, and this will be done for the rest of the themes. The NP should not repeat what is in the Local Plan, and some 'housekeeping' has been done to reduce overlap.

Actions:

All : To review the evidence base document and send any comments/omissions/suggestions to PW

PW/AM: to progress the draft as set out above

4 Finance

£1500 is left in the WPC budget

The Locality money is largely committed for printing etc.

Some funds will be needed for an exhibition to engage the public during the consultation period. The design of the exhibition could align with the design of the summary document. It was suggested the exhibition should offer activities for children (play area, face painter) to draw families in. The involvement of the primary school in a launch was also suggested.

Actions:

TR will speak to his governor contact and ask them to get in touch with **AF** as school liaison lead for WPC.

5 DoNM

2pm, 7th November at the Sports Centre

Policy H10: Development to meet the 5-year land supply

If significant areas of land (either individual land parcels, or a number of land parcels) outside the development boundary are required to meet the district's 5-year land supply, the following principles should apply:

- The sustainability of the proposals should be tested, at both a site level and for any cumulative impact on the community
- Development should adopt a "masterplan" approach wherever possible, linking together land parcels (or phases of development) and integrating them seamlessly into the pedestrian, cycle and road network of the village
- Development should not make traffic congestion and parking in the village worse, and provide for any necessary traffic calming and pedestrian safety on roads
- Development should deliver a range of community benefits to meet the additional demand arising from growth, for example affordable housing; open space; additional educational and social infrastructure

In particular, land to the south west of the village, if developed, should:

- Have a layout and design that recognises the potential for this area to be phased and planned comprehensively, especially with regard to the future road layout and pedestrian linkages. Consideration should be given to creating an alternative route from Hatherleigh Road to the A3124 through this area, avoiding Townsend Hill.
- Have a design that incorporates traffic calming measures and traffic calming/public realm improvements, both within any development and on the surrounding approach roads, designed to create a priority environment for pedestrians.
- Provide for safe and convenient car and bus parking facilities to serve the area and the primary school, including a priority crossing to the school site for pedestrians. Parking and associated hard surfacing should be well screened by planting.
- Ensure any access from Townsend Hill minimises the loss of hedge and bank. Any new access point will be framed by new hedge and bank, merging with the strong north south boundary along Townsend Hill
- Provide for reinforced natural boundaries within the site and adjacent to the open countryside with planting and the creation of new hedgerows. The existing right of way across the site should be retained and new links created to it.
- Plan for a buffer between any business/employment use and residential properties.
- The potential for improved community infrastructure, in particular new medical facilities and re-routeing of Stagecoach bus services via bus parking facilities (to encourage a park and change facility and give better access to bus services for residents) will be explored as part of site development.