

## Note of a meeting of the Neighbourhood Plan group 7 November 2018

**Present:** Adrian Mercer (Chair); Tom Radcliffe; Mel Bickell; Alice Turner; Penny Griffiths; Pauline Warner; Angie Findlay.

### Matters Arising

Hedgerow survey: PG has been unable to contact the survey team but has left messages and will keep trying. The results are needed in the next fortnight. (*Update: The hedges where the team were originally unable to gain access have now been surveyed*).

**Action:**

PG to continue to liaise with the hedgerow team to try and meet the deadline for the results

### Liaison with TDC

The plan documents will need to go to WPC on 29 November for approval before sending to Torridge for sustainability screening.

Mapping: A further map has been requested from Ian Fry, extending further north towards Seckington. £100 is available for mapping from the locality grant. (*Update: Map has now been received*).

**Action:**

MB to put Neighbourhood Plan documents on the November WPC agenda

### Photos/Design

Alan Jacobs has sent photos, as has Phillip Griffiths; Stone is happy to work with the designer and share his photo catalogue. Some photos of Hollocombe would be nice. AM and PW will meet with the designer on 8 November. Concerns about the design raised at the meeting with WPC were: need to make the flavour/photos local; colour of font; style a bit stark. There is a need to see how any maps would fit in to landscape rather than portrait orientation.

**Action:**

PG to email Wendy Oxborough to see if she has photos of Hollocombe she can share  
AM/PW to feed back to designer the issues raised by WPC

### Sustainability Matrix

Initial work on this is complete and needs working into Basic Conditions Statement.

**Action:**

AF and TR to write up the sustainability findings and complete the matrix  
PW to include the matrix in the Basic Conditions Statement

### Informal meeting with WPC

This was considered useful in helping understanding of the document. Need to touch base with those Councillors who were not present.

## Consultation

PG has an up to date list of businesses on the airfield. To frontload the consultation in the new year it was agreed we prepare a consultee address database for mailing information/letters. Alan Malcahy has the Winkleigh Directory with addresses (though this is currently being updated)

### Action:

PG to gather business addresses (Airfield)

MB to do other businesses

PW statutory consultees

AM voluntary groups/clubs/societies/church/chapel (including mobile services)

AF school and health

Information to be passed to MB (who will collate into a single database) by the end of the 1<sup>st</sup> week in January

## Budget

Items requiring expenditure:

- Consultation leaflet- £1500 in the budget
- £1300 is left in the Locality budget. Resources are needed for the consultation display about the plan. Likely to need 7 boards (1 per theme+ intro and conclusions board); £ for hospitality.
- The mind map needs professionally presenting (*Update: The mind map is now available electronically as a jigsaw of 9 slides which can be printed professionally*)
- £ for Maria Bailey's time at Examination stage (to prepare written responses etc)
- Gateway/interpretive signage – to be worked up for costing, and bids sought for £ in the new financial year.

### Action:

MB to cost the delivery of consultation leaflets to all addresses in the Parish

PG to investigate costs of having the mind map professionally presented

## AOB

Greenspaces on Southernhay and Sunny View: Westward Housing is considering having green space champions on the land they look after, to enhance biodiversity. PG has volunteered to do this and will report back.

## DoNM

12<sup>th</sup> December 2pm Sports Centre