

## HAZELBURY BRYAN PARISH COUNCIL – NEIGHBOURHOOD PLAN COMMITTEE

### Minutes of a meeting held on Tuesday 4<sup>th</sup> July 2017 at 7.00 pm in the village hall

**072/17 Present:** Ian Stevenson (IS), Val Rubie (VR), Keith Harrison (KeH), Angela Chatters (AC), David Maughan (DM), Ken Huggins (KH), Malcolm Wilson (MW) and Jo Witherden (JW) plus 2 member of the public including David Williams-Jones

**073/17 Apologies for absence:** Received from Geraldine Hobson (GH), Liz Stockley (LS) and Jill Noades (JN).

**074/17 Declarations of Interest:** None

**075/17 Adoption of the minutes of the meeting held on 6<sup>th</sup> June 2017:** The draft minutes circulated were approved.

**076/17 Matters arising from these minutes:** These are covered in the agenda.

**077/17 Public session:** No comments

**078/17 – Call for Sites:** 25 sites have come forward and all were visited by members of the Committee on 30<sup>th</sup> June or 3<sup>rd</sup> July. IS had circulated an initial summary. JW clarified that comments in the “owners intended use” and “constraints” columns should be taken from the application form submitted by landowners/agent.

JW outlined the next step, which is to review the sites against the criteria we know the community wants from future development. She proposed five broad categories – do the sites i) support a working, active village ii) promote a safe and walkable village iii) retain important green spaces iv) strengthen the build form and character and v) avoid harm to existing and future occupants? She proposed that each member of the Committee, and those involved in the site visits, individually scores each site against these criteria using a grading system of either +2; +1; neutral; -1; -2. She will circulate a template for use, and it was agreed all replies must be sent back to MW by the end of Friday 7<sup>th</sup> July to allow him to collate the results over the weekend. A working group meeting has been set for 9.30 am on Tuesday 11<sup>th</sup> July at the home of IS to review the results and identify those sites that generally meet the criteria – and those that don't.

**079/17 – Work-streams – review of progress reports:**

**i) Housing needs assessment** – JW has drafted a revised report which she will share with NDDC to try and get confirmation that they are generally content with the conclusions. It was agreed that the unit at Olive House should be removed from the list of existing approved applications. The need for more cemetery space had also been raised. MW confirmed that in the last 3 years, 9 people had been buried plus the interment of 2 sets of cremated remains. Over the same period, 14 burial plots had been purchased plus 3 for cremated remains. There will be some double-counting of purchases and burials. He estimates there are 50/60 burial plots remaining to be allocated. He will do some more historic analysis, but there does not seem to be a desperate need for more space at present.

**ii) employment needs assessment** – relevant sites need to be mapped by DM

**iii) community needs assessment** – no work needed at present

**iv) character and design** – VR has updated and enhanced her draft report. This can be reviewed after the site selection process.

**v) green spaces and environment** – This seems to be finalised.

**vi) important routes, traffic, parking and rights of way** – DM has mapped the important ROWs, apart from one which is never used so surely cannot be regarded as “important” (the reason for its lack of use is a matter for the parish council/DCC Rights of Way team rather than the Neighbourhood Plan group). He has updated traffic signs on the map. Parking spaces will be a matter for “character and design” but JW will look at national guidance for rural development sites. What is clear is that more cars per house rather than less will be the norm.

**080/17 – Strategic Environmental Assessment:** JW has prepared a draft which she will circulate for any comments. She will then submit to NDDC.

**081/17. To consider any other relevant matters:** IS will consider reserving 2 dates (at least one at a weekend) towards the end of September for public consultations on proposals, particularly the

specific sites suggested for development. The timing of this event will be dependent on receiving timely responses from NDDC on our draft housing need report.

**081/17. Date of next meeting – Tuesday 1<sup>st</sup> August 2017:** This was confirmed, 7.00 pm in the village hall. JW will be away on holiday

**082/17 Close of meeting:** With no further business to discuss the meeting closed at 7.52 pm.

DRAFT