

## HAZELBURY BRYAN PARISH COUNCIL – NEIGHBOURHOOD PLAN COMMITTEE

### Minutes of a meeting held on Tuesday 6<sup>th</sup> March 2018 at 7.00 pm in the village hall

**176/18 Present:** Ian Stevenson (IS), Val Rubie (VR) Angela Chatters (AC), David Maughan (DM), Ken Huggins (KH), Geraldine Hobson (GH), Malcolm Wilson (MW), Jo Witherden (JW) plus 7 members of the public

**177/18 Apologies for absence:** Received from Keith Harrison (KeH), Liz Stockley (LS) and Jill Noades (JN).

**178/18 Declarations of Interest:** None

**179/18 Adoption of the minutes of the meeting held on 6<sup>th</sup> February 2018:** The slightly revised, second version of the draft minutes was approved.

**180/18 Matters arising from these minutes:** Covered in the minutes

**181/18 Public session:** A number of questions were asked about site 2 – is it a reserve site, has it met all the criteria, how many houses might be built, will there be garages and parking, how many affordable homes will be provided? General answers were provided but the key thing is to look at the full detail of the Policies in the draft Plan, soon to be published.

**182/18 Updated draft Plan and SEA – progress and amendments:** Both documents are ready to go. As much of the evidence base as possible should be available for the consultation. JW has suggested a revised format for the Design Report might make it somewhat clearer, MW will explore with AECOM. Provided this leads to a refinement of AECOM's proposals rather than a complete re-vamp then there should be no need to re-consult, and rely on the Examination comments for any final adjustments. DCC Highways are still to confirm agreement with the traffic policies, KH will chase Paul Starkey.

**183/18 Pre-submission consultation – arrangements:** The parish council will not be quorate tonight so the draft Plan cannot be approved. The intention is to arrange a separate meeting in a couple of weeks to consider the Plan. This will mean the consultation timetable agreed at the last meeting will slip. A revised timetable can be agreed once the outcome of the next parish council meeting is known. It might be that the event planned for 20<sup>th</sup> April becomes the first rather than the last consultation?

With regard to the consultation the following points were made;

- i) JW will provide MW with a full list and e mail addresses for the statutory consultees
- ii) residents – publicity will need to be organised (Bytes, web site, posters etc) and a questionnaire will need to be agreed, JW will provide a draft. The questionnaire will seek more qualitative than quantitative information – “how do you feel about the draft Plan?” rather than “what do you want?”. Bytes will alert people to view the Plan and other documents on the web site – MW to organise. Printed copies of the Plan and the full SEA will be available at the consultations. Copies of the Plan and the nontechnical summary of the SEA can be made available at other locations in the village – hall, school, shop, pub, church etc are possibilities, although the difficulty of keeping copies in situ are understood. If required, the questionnaire can be delivered with Bytes, although this does mean people do not have to actually look at the Plan before commenting. Questionnaires can be returned via post, e mail and drop boxes in the hall and shop(?) as before. IS,DM and MW will collate the information.
- iii) evidence base
  - Businesses list – thought to be complete but AC will confirm
  - Ecology report – complete
  - Environmental assessment – complete
  - Heritage – complete, MW to confirm report is final and not draft
  - Housing need – complete
  - Local green spaces – JW to check completeness bearing in mind any feedback received from NDDC
  - SEA – complete
  - Traffic – report complete, KH chasing DCC for approval

- Important views – complete
- AECOM design report – MW exploring a revised structure with AECOM

It was agreed that all final reports will be returned to MW by Friday 16<sup>th</sup> March.

**184/18 Second public session:** No further comments or questions

**185/18 To consider any other relevant matters:** The current grant funding ends on 31<sup>st</sup> March. MW will investigate further grant funding and JW will provide an estimate of her likely costs. MW will provide GH with a printed copy of the latest Plan

**186/18 Date of next meeting – Tuesday 3<sup>rd</sup> April 2018:** This was confirmed, 7.00 pm in the village hall.

**187/18 Close of meeting:** With no further business to discuss the meeting closed at 7.45 pm

DRAFT