

## WEST MONKTON and CHEDDON FITZPAINE PARISH COUNCILS

Neighbourhood Plan Steering Group Meeting Tuesday 18<sup>th</sup> October 2016

Venue: 2 Hill Farm Cottages, West Monkton TA2 8 LW

Time: 7.00pm

### AGENDA:

1. Apologies: D Webber, M Batsch, N Griffiths, R Isaacs, L Thompson, A Pritchard, D Macey.
2. Review Aims and Objectives /Ann Rhodes/Mark Pollock's comments for:
  - a. Housing
  - b. Transport
  - c. Employment
  - d. Recreation and Environment

Each group related its policies and Kelvin T provided Ann Rhodes responses to the questions raised with TD. M Pollock advised on each policy and the nature of the evidence required. *(Note to writing groups: I have notes on Mark Pollock's comments group by group which will be sent separately to each group)*. This clarified somewhat the further work needed to back up the policies thus far drafted. It was suggested now that the next stage for all the writing groups might be able to formulate their objectives and then check their policies so there was a clear link demonstrated between the two and policies flowed logically from objectives. He also suggested that if each writing group could create a document following the same outline as Kelvin B had done for 'Employment', then he could work easily from such a document and the objectives and policies could be developed iteratively. He would also advise on which national and local policies were relevant and how other NPs had addressed similar issues. The policies need to relate to land use – and have a unique application to the NP area. They must also be deliverable and be evidence based (the 'golden rule' mentioned in the Locality website). On the wildlife park on Viridor land, he suggested that this might be (the only) site specific policy, but considered it could be done by showing a logical

progression of the health and well-being objective from that area through to the green park.

The preparation of supporting documents and evidence is needed for each writing group. Mark P will advise on how to do the Sustainability Audit. Two clerks and KelvinT will work on the Consultation Statement, the Contents Page; the list of supporting documents form national and local policy. KelvinT has the Vision drafted – need to create a logical flow from Vision to Objectives to Policies – so Objectives for each group are now needed (please send to Tricia).

Need to check applicability of TD policies to NP area – Strategic Environment Assessment and Strategic Housing Needs Assessment.

Ask Jo Humble for advice about needs in NP area.

M Pollock produced first draft for the 'Introduction' earlier in the year – two clerks will develop this to next stage.

Please send all drafts through Tricia for forwarding to Mark Pollock. Objectives and policies should be sent in one document (as per 'Employment') to Tricia within the next two weeks. Mark Pollock will develop by emailed iterations over the next two weeks.

Please simultaneously assemble evidence (from questionnaire results, local and national policies and small swot studies...if you need one doing just ask and indicate which user group should be targeted, (e.g. coffee morning ladies campaigning for reinstatement of bus services were consulted on bus shelters).

### 3. Grant applications and Additional costs

Employment group will consider if a Business survey is needed to be delivered by CCS (based on the model used in the 10 questions for Wincanton NP).

Businesses in the NP area need to be consulted to avoid last minute challenge.

Locality grant is valid to 31 January 2017. Mark Pollock had submitted quote for commissioned 8 days of work, 6 of which have been used. He will submit to Kelvin T another quote for a further number of days to be delivered within a time frame to be mutually agreed.

### 4. Creech St Michael and other Neighbourhood Plans

CSM on track but behind us. Ann Rhodes has now dealt with Trull NP, and WM & CF is next. The hope is still to be ready in time for May 2017, but in the event of a delay, TD are under an obligation to bring the referendum forward

within a certain time frame even if it can't be accommodated with another election. The cost of the referendum is TD's. (See Locality).

5. N P Draft meetings: Kelvin T and both Clerks will start to develop the draft document.

6. AOB – a swot/short questionnaire will be used at the BACH Open Mornings; two Clerks to write and manage. The NP mailing list can be used for another survey – clerks will draft questions for those areas where extra evidence is needed e.g. bungalows.

7. Date of next meeting: Due to holidays, agreed to cancel November NP meeting and to work in groups with Mark going through iterations to reach finished section. Finished sections/draft entire document to be ready for NP meeting 13<sup>th</sup> December 2016: to go to Parish Councils for approval Dec/Jan meetings.

Meeting finished at 10.15pm

## **Housing section**

Aims and objectives are ready. (Just call them objectives). Ann R advises the strategic market assessment is due before Christmas so figures to support WM and CF P may be available already. Kelvin T to follow u.

Bungalows – include words ‘subject to viability assessment and subject to local demand (use questionnaire results, do a brief survey at open mornings). Do bungalows as a discrete piece of work and offer as a local anomaly.

1 and 2 bed housing – needs sustainability scoping report, sustainability audit.

Jo Humble – housing needs assessment specific to NP area?

SPD ref housing, MP says it’s in the SMHA (Strategic xx Housing Assessment) what is the role/relevance of the Fordham Project 2010/2011? Historical??

Starter homes not regarded as affordable by TD. Legislation going through parliament – need to carry on regardless.

Rural self-build subject to affordable restrictions vs conservation area requirements. Custom and self-build legislation going through parliament at the moment. Have self-build as an affordable element of larger site. Ann Rhodes will share anonymised data from self-build register.

Dark sky policy – open door – minimise effects of UE, maintain dark sky of rural areas; bats protection zone; copy example quoted by M Pollock.

Mixed palette of materials may need to be achieved by way of Master planning and Design Code. Important for buildings that turn corners ‘iconic’ buildings. Plenty of support from questionnaire.

Bin store policy is for ‘safe, discrete, conveniently accessed’ so to make it unique to WM & CF NP could add ‘screened/enclosed’.

Leave out metal guttering wooden windows.

## **Transport**

Bus shelter ruled back in – supported by survey of group campaigning for new bus routes in NP area. Asked one question, would you wish to see bus shelters for stopping points on new routes in the NP area, or bus stops? The group of 28 people was 100% in favour of bus shelters with no abstainers. M Pollock

suggested referencing SCC Future Transport Plan; and try to get a supporting letter from the Bus Company and Cllr D Fothergill. Purpose is to encourage sustainable use of public transport in the Urban Extension and the in the rural areas to encourage more use of public transport to make it sustainable.

Agreed to delete the 20 mph suggested policy.

Cycle network: ensure connectivity to existing routes to allow cycling into Taunton in safety. List specific destinations: safe routes to school, safe routes to Taunton. Objective – sustainable transport particularly into Taunton centre...M Pollock advised - explain what you are trying to do when drafting the policies. It would be a good idea to get a map of existing routes which will provide evidence for where the gaps are – use a cycle survey map (recently completed) or/and sustrans. Suggest policy for all new cycle ways to be lit (gets around the fact that there isn't any lighting on canal towpath which is an important part of the route network).

## **Employment**

Good job! Try to find/create a definition for what the NP will consider as a live-work unit...i.e. not someone working from home from their spare bedroom, but a separate building within the curtilage of a private dwelling. Need to protect the l-w unit so it isn't converted back to a dwelling at a later date. (M Pollock - Article 4?). Separate policy to encourage sustainable development of farm buildings, but need to explain this is for old/traditional buildings (Core Strategy D2 – TD supports, use questionnaire responses for evidence)

SADMP Ec 1 is a sustainable transport travel plan, so policy to retain employment land in the NP area may require a Travel Plan for employment sites. Get evidence form TD Ec Dev unit. Get letters from Dick Macey's business survey.

Find a way to consult businesses in the NP area – maybe via Chamber of Trade and TD Ec Dev unit: this would avoid challenge from businesses at a later stage in the process. The NP could be challenged if businesses said they didn't know anything about it. Need to ensure that landowners and developers also are aware.

Care homes to be identified as an employment opportunity to support 'live and work in same place'.

BT Broadband policy: Mark Pollock advised Inspectors are inconsistent in respect of Broadband, the Inspector took it out from Bishops Lydeard: so concentrate on provision of infrastructure rather than service user agreements because that keeps it as 'land use'.

### **Recreation Ecology and Environment**

I Clark is writing the policies which will cover 'wildlife' flooding and recreation/green park. Regarding the transportation by the area designated as green park, T Burton (TD) has advised that it should be made a requirement of the developers.

Mick advised that he has arranged a meeting with Somerset Wildlife Trust who are very involved with community engagement. SWT wants to be involved in NP planning to ensure wildlife and biodiversity is protected.

For the Viridor landfill site it could be part of the NP, because, although site specific, it becomes part of the greater jigsaw of green space, it has a supportive landowner and argue the case on health and well-being. Get the wording right – send to Mark Pollock. Tie in with employment land – get a ma to indicate this. May need Strategic Environmental Assessment.

Mike explained links with FWAG policies for retention of water upstream (although still within the NP area) plus attenuation on site. It fits land use criteria relate it to wildlife policies. All about mitigation of impact.

Canalside facilities (café/toilets) – gaining support from Canal and Rivers Trust. Jo and Tricia to organise site meeting with CRT officers. Also installation of toilets in District Centre to be managed and maintained by ?Management Company?