

# SUTTON POYNTZ NEIGHBOURHOOD PLAN STEERING GROUP

## RECORD OF SUB-GROUP MEETING

**Topic sub-group** – Housing and Planning

**Date of Meeting:** 08/10/2018

**Time of meeting from:** 18.00 to 19.16.

**Location of Meeting:** Springhead Pub, Sutton Poyntz

**Present:** John Bellis, John Crisp, Bill Davidson, Tony Heathershaw, Celeste Osadnik and Liz Pegrum (Chair),

Colin Marsh attended in order to record the minutes.

**Apologies:** Tony Ferrari

### Key Discussion Points

- The Chair referred to the agenda that had been circulated in advance. The remit of the sub-group and process to be followed was outlined with reference to a pre-circulated e-mail from the chair of the Steering Group. Celeste Osadnik (CO) could not recall having received these e-mail communications.
- It was noted that Celeste Osadnik (CO) and Tony Heathershaw (TH) had asked to join the sub-group. This was agreed subject to endorsement by the Steering Group.
- The Chair outlined the objectives of the meeting and made reference to the minutes of the September Steering Group meeting which were read out in full. John Crisp (JC) and CO considered that their recollection of what was decided did not entirely align with the minutes.
- Colin Marsh (CM) stated that his understanding was that policies H&P 1 to 3 had been agreed by the Steering Group subject to minor word changes and without alteration to the intent and that policy H&P 4 on flooding was to be left untouched pending consultation with Brian Wilson (consultant) by the Chair of the Steering Group. The supporting narrative on 'justification' and 'intent' of the policy was satisfactory subject to some further wordsmithing by the sub-group. This account was agreed.
- The Chair sought the endorsement of the minutes of the sub-group held on 17<sup>th</sup> July 2018 which had been circulated a few days previously and noted the importance of these to the transparency of process. As a significant period of time had elapsed since the meeting there was uncertainty of recall and several of those present therefore felt unable to confirm them as a true and accurate record. JC was uncertain as to whether the term 'NIMBY' had actually been used at the meeting but felt it better to remove this reference; this was agreed. Taking these points into account and subject to the latter amendment the minutes were adopted as the best available record but not formally endorsed.

**Action: LP**

- The Chair referred to the multiple versions of the draft H&P section that had been circulated and after some discussion it was agreed to use the latest version without tracked changes provided by the Chair as the main point of reference whilst making comparison with the working draft version as well as the copy containing tracked changes. John Bellis (JB) stated that in producing the working draft great care had been taken to ensure that the views of the village were accurately represented as well as making the document more user friendly and readable.
- CM was able to clarify that Brian Wilson (consultant to the Steering Group) would review the final draft version of the H&P section to make it 'planner friendly' prior to it being presented for endorsement to the Steering Group. JC emphasised the importance of ensuring that the consultant was aware of the different wording options considered by the sub-group when undertaking this review. **Action: LP**
- The sub-group reviewed the draft and decided upon the following actions.

Strategic Objective – transfer the first paragraph to become the first paragraph of the Introduction and incorporate the Strategic Objective section of the working document (3 objectives) in its place. **Action: LP**

Introduction – amend paragraph 2 to make it more readable, consider other content included within the working document and whether some information would be more appropriate within the supporting narrative for the respective policies. **Action: LP**

Policy H&P1 – AH asked that the paragraph on tree planting schemes relative to new buildings be included as he considered it to be a design issue. This was agreed.

It was also agreed that the paragraph on views be transferred to the key views section under H&P3. **Action: LP**

Supporting Narrative for H&P1 – JC proposed some minor changes to the wording in relation to the summary of the Character areas. It was agreed to present the alternative options to Peter Dye and Brian Wilson for review prior to presentation to the Steering Group. **Action: LP**

Policy H&P2 – Regarding the number of houses to be built during the life of the plan it was agreed to ask the consultants advice on the precise wording alternatives of 'about/around 20' or 'up to 20' prior to the issue being addressed by the Steering Group. **Action: LP**

Supporting Narrative for H&P2 - Significant information in relation to the 'Defined Development Boundary' had been removed in the working draft proposal and it was agreed that the Chair would reconsider this and seek the

view of Brian Wilson and the Steering Group. It was agreed to highlight the information that had been deleted and seek views on its applicability.

**Action: LP**

In response to JC's concerns as to the phrasing of the questions asked of Brian Wilson it was agreed that the Chair would circulate the questions to sub-group members in advance. It was confirmed that the advice provided by Brian Wilson would be passed to the Steering Group for a final decision.

**Action: LP**

Policy H&P3 and supporting narrative – It was agreed to amend the titles of the key views with reference to the working draft version. AH noted that the 'Village Pond' should be correctly referred to as the 'Mill Pond'. The Chair circulated some recently retaken photographs of several of the key views for consideration and these were agreed as suitable for inclusion. The Chair would consider providing a further photograph from the Margaret's Seat location.

**Action: LP**

In response to a question from CO, the Chair explained the process by which the final list of key views had been agreed and endorsed by the Steering Group following the independent assessment.

The revised map of key views showing the 'view splays' was positively received subject to further consideration of the width of the splays. The advice of Brian Wilson was also to be sought in this respect..

**Action: LP**

It was agreed that the final paragraph of the working draft immediately preceding the policy on H&P4 was to be included in the final draft section.

**Action: LP**

Policy H&P4 – The Steering Group had requested that there be no change to this draft policy. It was confirmed that the main area of dispute was the location within the final draft neighbourhood plan and this would be referred to Brian Wilson for advice. It was agreed that the word 'impervious' within the policy should read 'porous' and this amendment should be made. **Action: LP**

- The Chair summarised the agreed actions as follows:-  
Changes to the Strategic Objective and Introduction sections.  
Verify references and define an accessible source at a later stage.  
Include trees section in H&P1 and transfer narrative on views to H&P3.  
Seek advice on options for wording H&P2 as to the number of houses to be built and highlight the information that it is proposed to remove from the narrative regarding the Defined Development Boundary.  
For H&P 3 incorporate the revised photographs and seek a review of the revised map.  
Include a list of questions for Brian Wilson.

## **Actions**

**Redraft and circulate the H&P section (with optional wording as appropriate) for the neighbourhood plan along with a list of questions to be asked of Brian Wilson by 8/10/2018. LP**

**Receive feedback comments from all sub-group members by end of the day on 9/10/2018. Any changes to be notified by comments within an e-mail. H&P sub-group**

**Forward agreed draft to Brian Wilson for review by 10/10/2018 with a request for a response by 12/10/2018 LP**

**Brian Wilson responses to be circulated to the Steering Group for consideration at the meeting on 16/10/2018. CM**