

Sutton Poyntz Neighbourhood Plan Steering Group

Minutes of Meeting held on Tuesday 22nd January 2019 in the Blue Duck Bar, Springhead Pub, Sutton Poyntz, commencing 19.30 hours.

Present: Peter Dye (Chair), Bill Davidson, Bill Egerton, Tony Ferrari, Keith Johnson and Liz Pegrum together with three Subgroup members (John Bellis, John Crisp and Tony Heathershaw) and two villagers.

1. Apologies

Apologies had been received in advance from Colin Marsh and Andy Hohne.

2. To Approve the minutes of the previous meeting held on 18 December 2018

The minutes of the previous meeting held on 18 December 2018 were approved as a correct record.

Proposed BE, seconded BD.

3. To Receive an update on any actions arising from the minutes of the previous meeting (not otherwise on the agenda)

The Chair confirmed that all actions had either been completed or were to be dealt with elsewhere on the agenda.

4. To Address any items of Correspondence

The Chair noted that the correspondence received since the last meeting all related to the Regulation 14 process and would be addressed at Item 7.

5. To Receive an update on Grant Funding and Income and Expenditure

The Chair confirmed that the remaining funding was sufficient to cover the drafting of the Basic Conditions Statement by the Consultant (Brian Wilson) and to enable him to answer any questions and proposed changes arising from the Regulation 14 process.

BE reported that the Groundworks Account had been reconciled and closed. He also confirmed that the cheque paid to Kim Sankey for consultancy work had been received.

6. To Receive any Sub-Group reports (Heritage)

BE reported on the recent meeting of the Heritage Sub-Group. The issues arising would be dealt with under Item 7.

7. To Agree changes to the draft Neighbourhood Plan resulting from the Regulation 14 Consultation process (draft redacted list of responses/replies and actions summary table attached)

The Chair proposed that the Steering Group (SG) review each section of the draft Neighbourhood Plan in turn, identifying where changes in the policies or supporting narrative might be required. The individual responses (from No 14 onwards) would then be reviewed. This would enable the key policy questions to be addressed and relevant guidance provided to the Sub-Groups. In response to a question from JC, the Chair explained that the Sub-Groups, under the leadership of the relevant SG member, would be engaged directly in reviewing the draft Neighbourhood Plan, once the SG had been given an opportunity to consider the Regulation 14 feedback and determine any policy implications. The Chair further confirmed that, while the Neighbourhood Plan should reflect the views of the village, it was important to accommodate the views of the statutory consultees, such as the Local Authority, who had to implement the plan. Their professional opinion on the practicability and scope of the proposed policies should be carefully considered.

General Formatting: The individual policy sections would be reformatted to address 'Intent' before, rather than after, 'Policy'. Additional paragraph numbering would be introduced where this improved readability. References to the latest NPF2 would be incorporated. **Action: CM**

Section 1:

- Para 1.1 The reference to the Place Appraisal would make clear that the document had been closed in November 2018. **Action: PD**
- Para 1.7 would be redrafted to reflect feedback on the monitoring role and the meeting held with the shadow Town Clerk. **Action: PD**

Section 4.1 Biodiversity & The Natural Environment:

- BNE 1 to be amended to read: "All development proposals within the area defined as the Green Corridor, with the exception of existing residential or business premises but including any size rural barn, will be expected to include a Biodiversity Appraisal and Biodiversity Mitigation Plan." **Action: CM**
- BNE 1 second paragraph to be amended to read: "This policy aims ... improvement of wildlife habitat as part of the green infrastructure through co-operation with developers, landowners and others in liaison ... Bird Watch (16) project. **Action: CM**
- BNE 3 text to include: "Enforcement of these provisions shall be through the inclusion of a condition to the planning consent." **Action: CM**

Section 4.2 Employment, Business & Tourism:

- The recent closure of the child-minding business should be reflected in the narrative. **Action: AH**

Section 4.3 Getting Around:

- GA 1 first sentence to be amended to read: "Any development that generates additional traffic flow should:" **Action: CM**

- GA 1.3 to be amended to read: “Ensure that where included as part of the development, street lighting is of a suitable type and footways are so designed as to retain the character of the immediate surrounding area.”
Action: CM
- GA 1.4 to be amended to read: “Provide suitable access links to existing pedestrian and cycle routes where such opportunities exist.”
Action: CM
- GA 2.1 To be amended to read: “Development proposals that do not comply as a minimum with the off-street parking criteria contained within the Bournemouth Poole and Dorset Car Parking Study will not be supported.”
Action: CM
- GA 2.2 to be retained.
Action: CM
- GA 3.1 to be amended to read: “A proportion of the Community Infrastructure Levy raised from new development shall be directed towards traffic calming and control measures .“
Action: CM
- GA 3.2 to be amended to read: “Proposals for new or improved transport infrastructure will be supported.”
Action: CM
- GA 4 to be retained. Wording reviewed with Brian Wilson.
Action: CM

Section 4.4 Heritage:

- HE1 ‘Intent’ would be revised to make clear that it did not apply to existing properties. The word ‘previously’ would be removed.
Action: BE
- HE2 would be moved to Aspirations (AP 5.4) with the aim of encouraging the Local Authority to create a Local Heritage Listing, possibly as part of a full Conservation Area Appraisal. All paperwork, including the consultancy report and responses from stakeholders, would be provided to the Local Authority. Section 4.4 would be revised accordingly.
Action: BE
- A meeting would be organised with the Springhead Licensee.
Action: BE & PD

Section 4.5 Housing & Planning:

- Reference to Rural Exception sites in the Introduction had been supported by some respondents and opposed by others. The consultant’s advice would be sought before proposing any changes.
Action: LP
- HP 1 supporting narrative would be revised to provide additional information clarifying the extent of the Conservation Area.
Action: LP
- HP 1 was inconsistent and too prescriptive in the way it addressed building design. A revision to the Introduction and ‘Intent’ was required to reflect the village’s views and make clear that innovative design was not opposed.
- HP 3 Key Views Nos 4,5,6 & 7, would be reviewed to ensure that the specific elements to be protected were better described.
- HP 2 alludes to ENV15 and smaller scale housing at higher density. This should be considered for converting into a policy objective.
Action: LP
- HP 4 Flooding to be revised to read: “ Development proposals will be required to make use of sustainable drainage design features including porous (permeable) surfaces and demonstrate that the volume of surface

water run-off onto adjacent land and traffic routes is either at a lower or equal level to that prior to the development.” The existing text from 4.2 to become the final paragraph of the supporting text under ‘Summary of Intent of the Policy’. Include reference to Dorset County Council document ‘Neighbourhood Planning Advice for Managing Surface Water’. All proposed changes to be forwarded for action by the Sub-Group. **Action: CM & LP**

Section 4.6 Sports & Recreation: No changes were required to the policies, which properly reflected the views of the community. However, ‘Sports’ would be removed from the title to SR2 as would the final line “unless they conflict with other Local Area Plan or Neighbourhood Plan policies’, since this was superfluous. **Action: PD**

Respondent 14: The draft response and proposed actions were agreed. The reference to Aspen as (opposed to Black Poplar) would be replaced by the generic term ‘Populus sp.’ All references to the financial benefits or disbenefits of LGS listing would be removed (pages 15 & 45 refer). It was confirmed that BNE3 only applied to new development. It was agreed that while there was no further evidence to be provided on the proposed LGS designation, the failure to agree with the landowner would be highlighted in the Consultation Statement. The need to provide a reference to the exceptions contained in para 89 of the NPF would be reconsidered.

Action:CM

Respondent 17: The draft response and proposed actions were agreed.

Action: CM

8. To Review the Timetable for the Neighbourhood Plan and confirm the next steps.

The subsequent steps were proposed by the Chair as follows:

- Revise the draft Neighbourhood Plan as agreed by the SG and incorporating feedback from the Sub-Groups. **Action PD & CM**
- Housing & Planning Sub-Group to discuss proposed changes to H&P section and recommend changes to the SG. **Action: LP**
- Finalise & Circulate Consultation Statement. **Action: CM**
- Prepare & Circulate Basic Conditions Statement **Action: BW**
- Review the outstanding responses (Ser Nos 15, 16 & 18-37) at the next Steering Group Meeting. **Action: PD & CM**

9. Any Other Business

No items were raised.

The meeting closed at 21:45 hours.

Time and Date of the Next Meeting

The next meeting was scheduled for 19th February 2019. It was hoped that there would not be a need to hold a meeting in March but for diary purposes, this was scheduled for 19 March 2019.

Action: CM