

MINUTES OF THE THURLESTONE PARISH NEIGHBOURHOOD PLAN STEERING GROUP

Held in the Yeo Room of the Parish Hall on Wednesday 4 July 2018 at 4 p.m.

Present: Tony Goddard (Chairman) (AG), Sue Crowther (SC), David Houghton (DH), Gary Luddington (GL), Kit Marshall (KM), Charlie Mitchelmore (CM), Judy Pearce (JP) and Chris White (CW).

1. **Apologies:** Jill Munn (JM), David Martin (DM) and Robin McDonald (RM)

2. **The Minutes of meeting held on 5th June 2018:** Approved.

3. **Matters arising not on Agenda:** None.

4. **The Result of the Referendum:**

- The turnout of 60.74% of the electorate was nearly double the national average (32%).
- 92.67% were in favour and only 7.33% (equivalent to 31 votes) were against.

5. **DAAT site, Heritage Assets and Community WiFi:**

These projects are all now being taken forward by the Parish Council. CM provided a brief update about the DAAT project. Quotes had been obtained from Western Power and had been forwarded to the Parish Clerk. CW confirmed he now had all the Heritage Assets maintenance schedules. He would be updating the Parish Council about the Community WiFi at its next meeting.

6. **Funding:**

SC reported, in the absence of the Treasurer, that a final Financial Summary/reconciliation would be produced for the Parish Council.

7. **Next steps - Neighbourhood Planning Advisory Group:**

SC reported that following the last Parish Council meeting she had discussed the Terms of Reference of the proposed Advisory Group with the Parish Clerk. The Clerk had produced a revised version, which was tabled for discussion.

Members raised particular concerns about how the Advisory Group would work in practice and how it would interact with the Parish Council. After considerable discussion it was decided to ask SC, supported by TG, to contact the Parish Clerk to agree further revised Terms of Reference which reassured the Parish Council that the proposed Group was not trying to take over from the Parish Council their authority to make planning decisions. *[The Advisory Group and its Terms of Reference were subsequently approved by Councillors at the PC meeting on 9th July. Copy below.]*

8. AOB:

DH and GL questioned whether the Neighbourhood Plan was the “Law of the Land” TG and SC reassured them, by reference to the wording of 2.1 of the NP, that the NP derives its authority from statute namely the Localism Act of 2011. The NP therefore has statutory weight in the planning system and the same legal status as the South Hams Local Development Framework (which in due course will be replaced by the Plymouth and SW Devon Joint Local Plan). Together, the Neighbourhood Plan and the South Hams Local Development Framework comprise the Development Plan for our area, in accordance with which, all planning applications in the parish will now be determined.

9. Date of next meeting:

The meeting would be for the purpose of considering the reaction of the Parish Council to the offer of an Advisory Group and would therefore be as soon possible after the Parish Council meeting on 9th July, which it was agreed would be on Monday 16th July at 2.30pm.

[This meeting was subsequently cancelled following the approval of the Neighbourhood Plan Advisory Group and its Terms of Reference by the Parish Council on 9th July. This means that the Steering Group is now be disbanded having met its Terms of Reference, ie the Neighbourhood Plan has been produced and is now in force.]

Neighbourhood Plan Advisory Group Terms of Reference DRAFT no 2

The Neighbourhood Plan (NP) has been approved at Referendum and is now part of the statutory development plan for the Thurlestone Parish. Neighbourhood plans derive from the Localism Act 2011 which allows parish councils and neighbourhood forums to formulate planning policies that can guide and shape development in a particular area.

The NP sets out planning policies for the Parish over the Plan period (up to 2034) which must be taken into account when any planning application is decided. The NP has the same legal status as SHDC's Local Plan and must be monitored, reviewed and updated, as and when appropriate.

It is therefore recommended that a NP Advisory Group be set up for Thurlestone Parish that will carry out the following tasks:

- On behalf of the Parish Council, monitor the NP annually and review the implementation of the NP every 5 years over the Plan period (up to 2034), with the assistance of the local ward District Councillor(s);
- Recommend to the Parish Council and on behalf of the Parish Council update and/or modify the NP as appropriate over the Plan period (up to 2034) in accordance with the relevant legislation and procedure;
- Guide and help facilitate schemes associated with the implementation of the NP, including but not limited to: Affordable Housing/Community Led Housing Initiative; and future use of the Thurlestone Garage site.
- Provide advice and assistance to the Parish Council in respect of all planning applications affecting the Parish to ensure the relevant policies in the NP are brought to the attention of the local planning authority, SHDC.

The Group will consist of no more than 6 people, including one member of the Parish Council. The Chairman for the first year will be the NP Project Director and thereafter will be chosen by the Parish Council. The Group will be volunteers chosen by the Chairman who represent Bantham, Buckland and Thurlestone and will have a good working knowledge of the NP and the evidence upon which it is based.

The Group will hold quarterly meetings in the Thurlestone Parish Hall to discuss the implementation, monitoring, review and updating of the NP and members of the public will be encouraged to attend. Minutes of these meetings will be taken by the Parish Clerk and published via the Parish Council agendas. Any additional meetings of the Group will be at the discretion of the Chairman of the Group.

In terms of planning applications, the Group will be notified of forthcoming planning applications by the Clerk and shall report back to the Clerk in writing with a list of the planning policies and any relevant material considerations that Councillors would be advised to take into account. Councillors shall remain solely responsible for all planning decisions.