

CHPC Neighbourhood Plan Steering Group Minutes

March 7th 2018 at 7.45pm

Venue: Janvrin Edbrooke's House

Present: Janvrin Edbrooke (NP Lead), Graham Williams (Member of Community), Lynne Askew (Member of Community), Michael Burden (Cllr), Grant Harrison (Cllr), Sean Wheeldon (Cllr), Alice Gent (Clerk/Secretary).

Apologies: No apologies for absence were received.

Acceptance of minutes: It was proposed by Grant to accept the CHNPSG minutes from Wednesday 13th December 2017 as a correct and accurate record of the meeting. This proposal was seconded by Mike B, with all Members unanimous in agreement.

New Member: Cllr Sean Wheeldon was welcomed as a new Member of the Steering Group.

Following up Action Points from SG meeting on 13th December 2017

- Policies adopted so far are on the CHPC website and in the Clyst Chatter, and the next Clyst Chatter edition will contain the next batch of policies.
- One response received so far from policies, from Sheila Watson, Warden of St Michael and All Angels church, with regards to clarification of the term 'community space'.
- **Action:** It was agreed by the Steering Group that 3 copies of the policies and airport noise contour map would be printed, and a copy of each left in St Michaels and All Angels Church, Exeter Inn and The Duke of York Inn.
- **Action:** The Clerk will provide a clear link on the CHPC website that leads to the Emerging NP Policies.
- No response had been received from Heavitree Brewery or new owners of Home Farm with regards to the draft NP Policies. **Action:** Clerk will ask for an update on the residential developments of the Waldron's Cottages next to Exeter Inn car park and will also ask Heavitree Brewery with regards to a response on the NP Plan.
- East Devon Local Plan (EDLP) has very strong legislation on access for residential infill developments, so there is no need to duplicate this legislation in Policy H6, as discussed at the previous meeting. The current EDLP legislation is that *all* developments must have storage space for one bicycle, all 1 bed properties must provide one parking space, and all 2+ bed properties must provide at least 2 parking spaces.
- It was noted that a document has been written by Janvrin on car parking and will be added as an appendix document to support policy AC2 (Improved car parking provision).
- In response to queries about disabled parking spaces, Janvrin has researched to find that Disabled Parking Places are resident driven and dependent on need. Residents with a disability apply for a disabled parking space and EDDC will provide the sticker and mark the area. It is a simple process. The EDDC Officer for this is Andrew Ennis.
- Following queries about what services or utilities exist on the Bypass site, the Clerk has been in contact with Victoria Jarrad of Strutt and Parker, the agents for Church Commissioners. Victoria

has spoken with the former tenant who is not aware that there are any services connected to the former building.

- With regards to the moving of concrete barriers in the case of a community consultation, Strutt and Parker will expect the PC to cover the costs of removal and replacement. However the SG was not happy to pay for this. It was suggested that the maintenance team for the Bypass site be contacted to enquire about the moving of the barriers. **Action:** Clerk to make contact with the maintenance team about this.

Policy AC3 – Pedestrian and Cycle Movement

- This policy supports proposals which would add to or improve the existing network of cycle routes and footpaths, and they must link with National routes. Linking with National routes strengthens our funding case.
- It was noted that if the village road closure is made permanent, there will still be access through the Airport side of Clyst Honiton for cyclists, linking them from the Airport to the Village, and from the village a route in the direction of either to Cranbrook or Exeter.
- Another link that would be beneficial would be with the route from Topsham to Exeter – this would follow the Clyst River.
- It was asked if the cycle route through the village will still exist if the village road stays open, as this this could be deemed potentially dangerous. However, by the time the NP is completed, we will know the outcome of whether the road will close or not. If the road is kept open, there will still be an enforcement of a cycle link through the village centre.
- It was also noted that there will be cycle access to the Bypass site from Clyst Honiton village through both Churchside and Waterslade lane, as all new developments must link up with existing cycle networks. The path through Churchside is likely to have lighting. Consultant Darren has been working with Simon Bates of EDDC with some cycle routes that have been allocated but not yet released into the public domain. Once they have been made public, Darren will create a cycle and path network map.
- It was noted that the cycle path through Exeter Airport car park is problematic due to cyclists being in danger of manoeuvring cars, and the cycle path surface being sprayed with gravel, resulting in cyclists tending to use the road instead of the allocated cycle path.
- **RESOLVED:** The Steering Group accepted Policy AC3.

Policy NE4 – Local Nature Reserve and Community Green Space

- This policy cannot go ahead, and the map to go with it is inaccurate. National Planning Framework states that you cannot allocate an extensive green space. However, this area is already protected due to being in the Clyst Valley Regional Park.
- **RESOLVED:** The Steering Group accepted that Policy NE4 will be deleted.

Community Infrastructure Levy (CIL)

Background

- An email from EDDC Officer Keith Lane about CIL explained that with the houses built through the NP, the community receives 25% to spend on Community Projects.

- For the estimated 60 houses that will be built, this works out as a minimum estimated figure of £85,207.
- It was highlighted that this money comes through as each house is completed, so we would not ever get a lump sum of this amount.
- Therefore, each project must be costed, and the PC will be reliant on the speed at which the houses are built. However, one condition of the Masterplan is that after 5/8? Houses, the community facility must be built. It is therefore thought that this first batch of houses will go ahead quickly and the CIL money from these houses can be received.
- The speed at which the houses are built would involve negotiations with the Church Commissioners. One of the legal requirements of the NDO is that the project be time framed.

Options

- CIL plans can either be written into its own policy or they can be written as a list within the Neighbourhood Plan document.
- It is thought it would be easier to get funding if CIL was written into a policy.
- In order to create a policy, evidence is needed. There is broad evidence for having CIL as a policy, therefore would be worth doing and would have more powerful weighting for funding.
- An example of CIL being written into its own policy is from Newton Abbot's NP. Their policy is structured by 3 main policy points, which includes delivering projects already listed in their NP appendix and the Newton Abbot and District Strategic Community Plan. The third point states 'Support any other projects identified as a priority by the Town Council to address the demands that development places on the area' which allows flexibility moving forward and means the policy can adapt to future changes.
- **RESOLVED:** Although the Steering Group does not have to decide yet, it was agreed to look at creating a CIL policy for the Clyst Honiton Neighbourhood Plan, which will include a CIL list as part of the policy, using the example of Newton Abbot. This allows for maximum influence and flexibility.
- Once the NP is accepted by the community, the PC can then predetermine some of the CIL project priorities.

Current List by Clyst Honiton so far

- Mike Burden has put together a list of the CIL projects suggested already by the SG in previous meetings.
- **RESOLVED:** This existing framework on the CIL list was accepted, and it was agreed that Janvrin and Mike will draw up a CIL policy and include a CIL list as part of it.
- It was noted that a few of the projects listed on the draft CIL list would not be possible – point 4 (green corridor), point 5 (Pound Corner allotments) and point 9 (traditional orchards) and point 14 (Home Farm area).

Suggestions to add to CIL List

- **Stocking out empty Community Building:** If it does happen that the Church Commissioners build an empty Community Building shell on the Bypass Site, CIL money could be used to stock

this out. This can be part of the negotiations made with Church Commissioners and would affect how quickly the houses are built.

- **Church Path:** providing lighting for the dark path up to St Michael's and All Angels Church
- It was noted that the church area is already under policy OS1 as it has been allocated as part of the green space.
- It was also noted that the Diocese of Exeter has a 7 year funding to look at the longevity of churches in Exeter and East Devon, and Janvrin has volunteered Clyst Honiton to be one of the churches.

National Planning Awards: Awards for Neighbourhood Planning

- It was noted that Sarah and Jenni from TorEcology, along with Janvrin, have co-written an entry for the Neighbourhood Planning section of the National Planning Awards, with the closing date on 1st March 2018.
- Should any award be given, this would raise the profile of Clyst Honiton and would attract streams of funding.
- **Action:** Results will be published on website.

NDO Progress to date:

- Completed so far: The Topography Survey and Ecology Survey.
- SG to be on standby for meetings with consultants. Meeting arranged with Architect for the 8th March. He would like to meet with Steering Group when possible. Architect's remit is to indicate his classification of business and space of business on that site.

NP and NDO relationship:

- The NDO will come forward in parallel with the Neighbourhood Plan. The role of the NP in this is simply to allocate the site. The NP establishes the principle and the NDO is a delivery mechanism. NDO will be similar to an outline planning application and will go to examination at that stage.
- It was questioned whether the NP will bring forward any more houses than originally thought. However, this is unlikely as there is no more space available in the NP area to put more houses.
- With regards to the number of houses that will go in a viability test has already been done, which specified the number houses that can go on the sites allocated.
- It was noted that although the Slate and Tile allotment site has space limitations, and will probably all be 1 bedroom dwellings. They are on flat ground, next to the bus stop and local space and therefore these will be the priority single storey houses. However, this doesn't mean that there won't be this sort of house on the Bypass Site as well.
- It was noted that if Exeter Airport ever shuts down, a lot of changes would be brought about, including change in the value of land, and airport noise contours affecting planning rules.

SWAHT: South West Airfields Heritage Trust

Background

- They are negotiating with St Modwen about taking on and preserving the Fighter Pen at Skypark. They were also interested in putting in a heritage or visitor centre at the site of the

Fighter Pen. However, St Modwen were not in support due to concern about parking issues. Therefore, SWAHT have been in contact with Church Commissioners and Clyst Honiton PC about having a visitor centre on the Bypass Site. Grant, Janvrin and 2 Members of SWAHT (including the Chairman, Brian Lane-Smith) met on the Bypass site to discuss ideas.

- Matters are still uncertain, as SWAHT does not yet own the Fighter Pen. It is thought it would be in St Modwen's interest to allow it, as it would mean the Fighter Pen would be maintained by SWAHT.

Potential Involvement with Clyst Honiton Bypass Site

- SWAHT have been invited to give a small introductory presentation at the next PC meeting. Their project would need to fit in with Clyst Honiton's time scales and aspirations.
- It has been advised by EDDC that Clyst Honiton does not run the heritage centre and community centre as a joint project as it could run into financial issues. There would be less risk if the heritage centre was sold as a freehold space and run separately by SWAHT. Leasehold could be possible but involves more complications than freehold.
- Parking is a concern – if SWAHT want significant parking space to accommodate their visitor centre, they would have to buy the space as freehold, which would be very expensive for them. Parking would also have to be controlled in same way, perhaps by barriers.
- **RESOLVED:** It was agreed by the Steering Group to listen to the presentation by SWAHT at the PC meeting the following week, and outside of the meeting let them know that it would not be in the PC's interest to share anything financially, and if they were interested in having a visitor centre of any kind it would most likely have to be a freehold purchase.
- It was noted that the 7-year funded project as mentioned previously by the Diocese of the Exeter is in favour of community projects. If the community feels the church has to close, the Diocese of Exeter can draw down and help with what happens to the church building.

AOB:

Community building on old School Site:

- Sean asked whether the Old School Site could ever be purchased by the PC, and be used as a community space.
- This space has wedding reception potential, which would link in well with the Church on the opposite side of the road.
- It is a big space with quite a lot of parking availability, although perhaps not enough parking for a large event such as a wedding reception.
- Current idea is that the site has potential to create a courtyard-style commercial development.
- **RESOLVED:** Steering Group agreed that this is an idea to consider this as a potential option.

Making Policies more user friendly:

- Sean has started putting together a 'cheat sheet' for the draft NP policies which makes the policies more user-friendly and understandable for the general public.

- It was agreed by the Steering Group that this is a good idea as the Neighbourhood Plan is a technical document and must be kept this way, but having a simple list such as this would be useful for the public. It could be published on noticeboards and website.
- **RESOLVED:** It was agreed by the SG that Janvrin and Sean will continue working on this document.
- It was also noted that as a result of the Neighbourhood Plan, we may find that less planning applications will be submitted to EDDC, as the NP will make completely clear to people what is and isn't permitted on allocated areas.

Negotiations with Church Commissioners:

- It was agreed that the Steering Group would need a legal representative for negotiations with the Church Commissioners.
- Janvrin noted that originally when we asked EDDC for funding for negotiations such as this, they declined due to the plan not yet being watertight. At the point where we have watertight plans, they will give pro bono legal advice.
- Dave Chapman would also be able to assist with the negotiations.

END OF MEETING: Meeting ended at 21:36hrs.