

23rd January 2020

Present: Rob Martin; Lynne Askew; Grant Harrison; Janvrin Edbrooke; Gary Collier; Nick Pring; Keith Walton.

1. Welcome and Apologies

Apologies were received from Dave Chapman & Suzanne Hales.

2. Dave Chapman's Update

Janvrin had talked with Dave Chapman who had confirmed that the Ministry for Housing, Communities and Local Government (MHCLG) had approved our grant claim for £45,170, and we should have the due diligence requirements soon. He said that, until due diligence was done, we should not order work, which would cause a problem with the noise survey which was to be carried out from next week. Rob said, however, that the due diligence process is relatively simple and should be done quickly. There was a need to keep the momentum up on Bickerdike so there might be a need to agree first and go through process after.

3. Minutes from Previous Meetings

Rob Martin brought up the matter of the notes/minutes of the last 4 meetings, which have not officially been agreed by the Steering Group. He would copy all the minutes and send them to each group member, and then make sure this matter is on the next meeting's agenda.

4. Neighbourhood Plan Update

a) Land and Landscape

Nick Pring & Lynne Askew had updated this chapter, but there was further work to be done on it. It should distinguish the lie of land, flood plain and the fact that this was generally a woodless parish.

The chapter concentrated on how the current situation had arisen and gave reasons for developing the plan. It set the context of the village in its surroundings.

It was important to show that when the residents spoke, the Parish Council responded.

The chapter would be looked at again by Keith Walton who believed it gave a picture of place but did not highlight the pressures on place. There were particular issues with roads, such as the continued increase in the use of the old A30 by vehicles of all sizes.

b) Vision aims & objectives update RM

Rob Martin had reworded this section and completed the list of objectives in the tables attached to it. He had ensured that policies covered all of the identified aims, and then stated that we should concentrate on what the Parish Council can actually achieve. His intention was to ensure that the policies would drive the Parish Council agenda preparation, to focus on the required outcomes being achieved. It was important to create a Parish Council Community Action Plan once the Neighbourhood Plan policies were finally decided upon.

He believed that there was a need to be careful about which verbs should be used for the aims, objectives and policies, because, for instance, the NP cannot allocate things it is not in control of. It is possible to designate for a purpose and then look to protect that designation.

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He also believed that the NP should contain a Statement about the Climate Change Emergency, to link with the PC's policy. Rob would suggest where in the document that should be.

The NDO should aim to have carbon-neutrality on site as part of the action necessary.

Two aims need to be changed, firstly Aim 5 in relation to parking in Clyst Honiton, the meaning of which was not clear. Secondly, Aim 7 should be two separate aims rather than 1.

Lynne Askew believed that one environmentally sound way of creating energy should be to use the water-power of the River Clyst, which could be just one of a number of alternatives put forward.

It would be important to devise a Community Action Plan that aims to provide the necessary outcomes to achieve the aims as soon as possible.

Gary Collier thought that we should avoid the use of 'support' in a policy, but should use 'permit' instead.

c) Policy Chapters:

- **Natural Environment**

Grant Harrison had looked at this section which involved Biodiversity & Green Landscape Corridors which needed to be laid out in more detail.

Trees in the parish were diverse and largely unprotected. It takes decades to get biodiversity around newly planted trees, where they are replacing existing well-established ones.

His suggestions were:

- There should be a policy that for each new dwelling, at least 3 trees should be planted.
- No net loss of trees should be allowed.
- The natural environment importance of small gardens should be recognised as well as large gardens.
- There should be a presumption against hardstanding in front of houses.
- Green Infrastructure Strategy should be part of policy.
- Management of Environment should be dealt with, particularly the river, drainage & pollution including the effect of farming. Dredging the river should be carried out, so that the water can run clear and fresh.
- All councils along River Clyst should get together with landowners to improve the quality of water. It was suggested that Simon Bates of EDDC who is in charge of Clyst Valley Park and talks to all parishes on the Clyst, should be contacted.
- Policy to encourage open spaces and biodiversity
- Footpaths (PROWs) should be kept clear and open, with further paths to be opened.

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- There should be a Dark Skies Policy
- All Sustainable Drainage Systems (SUDS) should only be landscaped with appropriate, non-invasive, planting.

- **Design, History and Heritage and Photos**

Gary Collier had completed a survey of the buildings in the village which all believed would be beneficial, particularly to provide some analysis of the variations it contains.

He still wanted old photographs to map the changes that have taken place.

He would provide for the next meeting a full document for this section.

Rob Martin suggested that a 'Clyst Honiton in Bloom' competition should be run by the PC, to encourage more gardening.

Grant Harrison referred to the big fire in Clyst Honiton in 1825, which changed the way the village looked.

- **Community Facilities**

The development of the housing land would provide the Community Facility, and this was being worked on, as below.

Rob Martin explained that the NP could be used to designate 'Assets of Community Value' which gives the community 6 months to raise funds, should the owner wish to sell their property. This has been used by communities, for instance, to save village shops or pubs and take them into local ownership.

- **Access and Infrastructure**

Keith Walton said that this dealt mainly with car parking and questioned whether that was all we were interested in?

He believed that there should be a section about Public Rights of Way, (PROW), but this would be included in the Natural Environment section.

Rob Martin explained that Infrastructure did include Highways (including major works), but should also consider other things such as the adequacy of Broadband, Water, Sewage, Electricity & Gas supplies, and the effect on each of future development.

d) Commercial Report (Stratton and Creber)

The Commercial Assessment had been done already and Rob & Dave had looked at it. Their conclusion was that the report was OK at the moment, as far as it goes. The only anchor tenant identified for the Community Facility was childcare which was considered unsatisfactory. It was felt that further work would be necessary on this matter in the future and this should form the basis of the response to the consultant.

Rob Martin believed that the next assessment of the community needs would be done by the developer.

All agreed that the business units should be sold as freeholds rather than leasehold.

It was unanimously Agreed that we go ahead and pay Stratton & Creber alongside Dave Chapman's comments on future further work possibly being needed.

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e) NP Timetable- update

Dave Chapman had suggested that the SEA & HRA work could wait as there was no immediate rush. It was agreed by all that there was no reason why we should not get on with them now. Janvrin/Rob would commission these pieces of work.

The expectation was that the Noise Assessment would not be able about whether or not the scheme would go ahead, but more about how great the noise mitigation would have to be. The Noise Assessment was due for an imminent start.

The work was broadly speaking going to continue as per the timeline already discussed. It was agreed that the Plan Health Check would take place before Reg 16, not in time for Reg 14 as there often large changes as a result of the initial consultation. The Health Check would be carried out by Locality.

5. Rob Martin & Grant Harrison, NDO Delivery and Management Update

5.1 Grant Harrison reported on the meeting between himself, Rob and Paul Banks, owner of the Fresha catering company.

The reason for the meeting was to test the option of having the proposed **Community Facility** run by an outside organisation experienced in this type of activity. The resulting conversation proved to be very interesting and provided a lot of sound advice for the Clyst Honiton project.

Paul formed Fresha in 2009 and immediately endured financial constraints to keep his project alive due to the financial crash, which coincided with its opening. The café at Sowton is, however, just part of his business, with the larger part being the provision of outside catering under contract to a number of public organisations, such as the Police, Schools and Amazon, amongst others.

In addition to his work on Fresha however, Paul was also Chairman and founder of a charity called 'Park Life' in Heavitree. The aim of this charity is to provide community facilities in Heavitree Park amongst which was a Community Centre with much the same aims as that for Clyst Honiton. There is an underlying aim of keeping the community of Heavitree physically fit, so this extends to activities and facilities within the Park as well.

Although the population of the Heavitree area of around 10,000 is much larger than Clyst Honiton his thoughts on what we should do were still invaluable. He is obviously philanthropic in terms of his own time and money and he offered further help should we need it. He concluded:

- In summary, he believed that the likely turnover and footfall in our facility would not warrant Fresha, or indeed any other such commercial organisation, looking to run it. He indicated that he might be interested if the turnover was to approach £100,000 a year (ie £2,000 a week). Until we were sure there was a market for a coffee shop/café in the proposed position, we should not revolve our thoughts around this feature.
- One thing limiting the use of a café here is that Lidl has in-house staff catering already and he is providing Amazon with their catering, so the possibility of large-scale outside use is limited.

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- Paul's basic advice was that we should focus on the **community needs** for the facility and build it around those, with a 'kitchen' built to a standard where limited catering could be contained should the need arise in the future.
- His thoughts were that even good tea/coffee can be provided from machines. Those who have been to National Trust cafes might be aware that they 'sell' you a cup and you go a machine that dispenses what you want at a standard price. This would need someone to take the money, but is the least people-intensive way.
- He thought the idea of a community shop being provided here would be a draw to the facility and suggested that a combined shop/coffee shop be built with limited stock. The aim would be to limit ambitions initially due to the uncertainty of take-up.
- His advice was that, in order to ensure continuity and responsibility it will be essential to employ someone to run whatever we have and to book room hire etc. This will be needed to manage the 'volunteers' that will be doing day to day stuff.

This is not what we hoped for, but will possibly avoid us making expensive mistakes.

5.2 Rob Martin reported on the meeting between himself, Grant Harrison and two representatives from the Oliver Joseph Gym (Oliver and George)

Oliver had contacted the PC wanting to discuss the possible inclusion of a gym on the business part of the Bypass site.

Rob & Grant liked the sound of this idea and agreed to meet the two partners of the gym business

The CHPC side gave some basic background on the NDO project proposals

Oliver outlined the current position at Rockbeare where they were renting a unit of 1,000 ft²

They had 300+ clients and wanted to expand to 1,000+

The gym provides equipment of all sorts, runs classes and offers sports injury massages.

The main conclusions of the meeting were:

- They want a new facility of 3,000 ft² with café facilities
- They would like access to occasional office space
- They would like to run seminars
- They want security of tenure and would like to buy the premises
- They have bid for land and have plans for what they want, which they will share with us.
- Thought process of joining the gym and community facility together was explored
- Rob required Business Plan for their side of the deal
- Clyst Honiton Community Well-Being Hub could be the name
- Community Activities such as Zumba/Aerobics etc could be run by them
- They would run booking system for the Community Facility from their reception.

The working arrangements for a future joint site were discussed, and generally thought to be a very good thing.

The Steering Group enthusiastically supported this proposal. Rob Martin would report back on any further developments.

6. Date of Next Meeting

Thursday 27 February 2020 at 7pm at Lynne Askew's House

NP/NDO Steering Group, Meeting at 7.00pm at Lynne Askew's House, Clyst Honiton

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Meeting closed 9.17pm

Rob Martin

29th February 2020