



Kingston Neighbourhood Development Plan

Kingston must retain its character as a living country village.

Minutes of the meeting of the Neighbourhood Plan Task Group (NPTG) Held on 29th June 2017 in Kingston Reading Room.

1. Present.

Judy Alloway; Alan Coleman-Smith; Sally Richardson; Flo Watts.

Apologies and declarations of interest.

Apologies were received from Richard Dalley and Rae Musk. There were no new/changes in declarations of interest, although Alan Coleman-Smith informed us he now has Planning Permission for the extension to his home in Kingston.

2. Minutes of previous meeting.

Item 6. VPL have informed us that archaeological investigations will be carried out on their Vicarage Park Site sometime in the next few weeks. This will involve some trenches being dug out using diggers. KPC Chair was copied in on the email, enabling the update to be raised at the KPC meeting on 20th July 2017.

Item 7. Conservation Management Appraisal ~ see Agenda Item 4 below.

Item 11. Any Other Business. Judy & Rae have now attended the workshop on the Community Housing Fund. They found this to be a useful event, where it was made clear it is possible to have small developments of Affordable Homes/Homes To Rent, if landowners and developers are willing. There was also a lot of useful information on how to achieve good quality of build.

3. Matters Arising

Flo, Rae and Richard have now attended the AONB Planning Workshop, which was informative and useful. Copies of AONB's Planning Guidance for the South Devon AONB were obtained for NPTG and KPC.

Ringmore is now working on a Neighbourhood Plan, and have queried their Parish Boundary/NP Area. A map will be put on the Kingston NP website, to clarify the Kingston NP Area (the same as the Parish Boundary Area).

Action ~ Alan

4. Conservation Management Appraisal

Linda now has a Student Assistant, Christina, to help her with this task for a week. She is hoping to get a draft to a Conservation Officer soon, and to KPC by the end of July. **Action ~ Linda**

It is hoped that the Conservation Management Appraisal and the Character Assessment Richard is working on will sit alongside and complement each other. It was noted that any changes to the Conservation Areas in Kingston will be a separate process to the Neighbourhood Plan.

5. Housing

Planning Consultant, Lee Bray, will be carrying out Site Assessments as soon as possible, hopefully early in July. It was agreed he would cover all sites where landowners have expressed an interest, and could possibly give guidance on any other sites from a "walk around the village".

Landowner Meetings are to be arranged with those who have come forward recently. Dates to be confirmed (possibly afternoon of 18th or 19th July).

Actions ~ Judy

6. Workplan

Drafting The Plan. It was agreed all would read through the documents previously circulated by Richard, and feed any comments back to him. **Action ~ All**

Statutory and other consultees will need to be identified.

Main Questionnaire. This has been seen and agreed by KPC.

Appropriate Document/Activities in a different format will be needed to gather views of Primary School Aged Children ~ **Action Flo.**

The aim is to get the questionnaire out towards the end of September, when the busy holiday and Back To School period is over. It was agreed to aim for distribution over the weekend of 23rd/24th September, with collection taking place 16th ~18th October. The questionnaire will therefore need to go to the South Hams Design Team by August 14th, along with any orders for banners/posters? (See Publicity item below). **Action ~ Rae**

While the questionnaire is in circulation, 5 Drop-In sessions were agreed at Tuesday Morning Market ~ 26th September and 3rd & 10th October, and evenings of 27th September and 5th October. **Action ~ Judy to contact Tina re Morning Market & book Reading Room for evening sessions.**

Publicity ~ the questionnaire will be promoted in the August and September Newsletters. There will also be notices, banners and posters on the NP Website, KEG Facebook, Kingston Noticeboards and Recreation Ground Fencing, at Produce Show on 29th July, and on Fun Day, August 5th. Possibility of placing a banner across village street ? **Action ~ Sally.** Notices for each school bus. **Action ~ Flo.**

In the meantime, a cross section of 5 villagers will be asked to complete the questionnaire, to ensure it makes sense and is user-friendly. Monitoring checks will be looked at in July.

7. Confirmation of Grant

The sum of just under £5,000 has been allocated through the Mylocality Grant Application Process. A further £4,000 can be claimed if needed after the first 6 months. The money will hopefully cover the costs of Planning Consultant Services, publicity, and production of questionnaires.

Another £5,000 would be available to carry out further investigations on sites etc if needed.

All monies will go through KPC accounts and audits, with invoices produced for any amounts over £1,000.

Alan Coleman-Smith kindly agreed to be KNPTG Treasurer.

8. Any Other Business

Sally will attend the Renewable Energy Workshop next week and report back at the next NP meeting. **Action ~ Sally**

9. Dates of Next Meetings

July 27th & August 24th.