



Kingston must retain its character as a Living country village

Minutes of the meeting of the Neighbourhood Plan Task Group (NPTG) held on 7 February 2019 in Kingston Reading Room

1. Present

Judy Alloway, Richard Dalley, Rae Musk, Flo Watts. (*NPTG members*)
Eve White (*Chair of KPC*) and Alison Lewis, (*Parish Cllr.*) were welcomed to the meeting. Alison clarified some points in KNP Section 6.10 and provided a map. Appropriate amendments were agreed. Alison left the meeting.

Apologies and declarations of interest.

Apologies were received from Alan Coleman-Smith. There were no new declarations of interest.

2. Minutes of last meeting.

The minutes of the January meeting were agreed as a correct record.

3. Matters arising

3.1 It was confirmed that the proposed consultation in respect of the Settlement Boundary would be better dealt with as part of the main public consultation on the draft Neighbourhood Plan.

3.2 It was confirmed that Alan had now added the Glossary to the website. Judy would seek Duncan's advice as to whether it needed to be included in the Plan itself.

3.3 Alan was planning an external audit of the Website as part of process checking. **Action Alan.**

4. New issues

Flo spoke to the points she had provided in an e-mail prior to the meeting, together with additional points raised at the meeting and these were addressed as follows:-

- The need for further exploration of the Community Land Trust (CLT) option Clarified: KNP5 allows people to put a CLT forward albeit subject to the criteria of a) community agreement and b) capped at 4 dwellings.
- References to the Kingston church and pub: **Agreed** that all references should be in full, viz: *St James the Less; Dolphin Inn*
- Possible need for further thought/consultation on new potential sites, **Agreed:** that NPTG had already undertaken due process to identify and assess sites, but this did not preclude the PC carrying on a search.

- Potential infill sites, within the settlement boundary, for no more than 4 houses. **Decision:** Such sites could come forward in the future and should be covered as they include potential conversions and rebuild.
- KNP 14 Whether the Plan should allow for the use of redundant farm buildings for restricted use holiday lets, given that such development could support the Plan's intentions to encourage new appropriate employment opportunities. **Action:** Judy to seek advice on this as it is a planning issue.

5. Grants

No further funds were expected to be available from *My Locality*. An application for £1000 Locality Grant had been made, following discussions with Cllr. R Gilbert. Reasonable costs for printing had been received from SHDC Design Team, totalling an estimation of £956.23. Future consultancy costs were difficult to cost as it is not known how much amendment will be required at the SHDC/public consultation and Inspection stages. Group members are now far more experienced and better able to develop the Plan themselves but technical advice is still crucial to its success. Eve agreed that advice should be sought on the possibility of using public donations to complete the work as the PC budget is very tight. There remains a balance of £1349.56 in the NPTG account. Action: Judy to write to the Parish Council summarising the grant and anticipated expenditure situation.

6. Regulation 14 Plan.

6.1 A more detailed Contents page was agreed. There was discussion and agreement about pictures and maps to be included but NPTG needed to be clear as to the degree of completion of the draft Plan when it is presented to SHDC. Action: Judy.

6.2 Action: Rae and Alan to review/proof read the final draft once all consultation responses have been received to ensure correctness and consistency of spelling, syntax, punctuation and layout.

6.3 Agreed to clarify the term '*natural bed*' in point 6 of KNP2. Action: **Judy**

6.4 Agreed that an exception site outside the Settlement Boundary was a possibility. Judy noted that a current incentive for developers was to provide up to 40% open market housing on such sites.

6.5 Photographs will include non-designated Parish assets.

7. Associated documents.

7.1 The draft *Statement of Consultation* and the *Monitoring Framework* were agreed but would need a final check with Lee. Monitoring of the Plan would be in the form of a summary each year presented at the KPC AGM as a planning report.

7.2 In terms of *SEA* and *SRA assessments*:- a) As soon as the Plan photographs are complete, then Duncan will be asked to advise on the SEA (*He has already advised that the process can take up to 2 months*). b) Lee has already advised that SRA is not necessary.

8. Any other business.

It was agreed that the Community Action Plan (*CAP hereafter*) did not form part of the Neighbourhood Plan but would be finalised and passed to the KPC to manage after the public consultation. Also, that the CAP should be extended

to include the process of Conservation Management Appraisal. **Action:** deferred pending.

9. Dates and venues of future meetings.

Agreed:- that after April the meetings would be held on the second Thursday of the month.

March 7 2019} 7 p.m. in The Reading Room.

April 11 2019 }