



Kingston must retain its character as a
Living country village

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

1. Present, apologies for absence and declarations of interest

Judy Alloway, Alan Coleman-Smith, Richard Dalley, Don Kelly, Rae Musk, Flo
Watts. There were no apologies and no new declarations of interest.

2. Minutes of last meeting.

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

3. Matters arising

3.1 It was thought that the proposed meeting with VPL should take place after
the consultation process, with KPC and NPTG present. An open forum
session would restrict the time necessary for full discussion and a separate
meeting was preferred. Such a meeting would be fully reported through the
PC and NPTG minutes and any possible agreement fully consulted on
within the Kingston community.

3.2 Don had obtained useful planning guidance at a NALC meeting on what
are material planning considerations and what are not. Action: Don to
circulate to NPTG members.

3.3 Rae had confirmed ownership of the mast near Headless and advised Judy
accordingly.

4. Consultation process.

4.1 This will run from Monday 19 August to Sunday 29 September, supported
by a series of Drop In sessions in the Reading room. It was confirmed that
Bob Musk will put together a rolling video of the Plan Policies, each
supported by relevant photographs This will run throughout the Drop In
sessions for the Parish. *Note:* subsequently agreed as two simultaneous
videos one for each end of Reading Room. Drop In session details are set
out in minute 5 below.

4.2 South West Water (SWW) had responded to the request for comment on
the proposed policy on drainage and sewer capacity to the effect that
following a review in 2017, the plant, could accommodate a further 300
properties. Action: Judy to contact SWW for more information before they
were sent a statutory body response form. It was noted that SWW had
provided no information to the KPC on the review and that no mention was
made of problems in the system itself. NPTG requires a lot of information

from SWW in respect of the state of the whole system and their proposed actions to address this. The response from SWW may provide further information to inform the Policy.

- 4.3 Judy and Dick had met with Jason (SHDC) who confirmed that he can accommodate the required deadline for printing. Despite a very fast turnaround, his meticulous approach means that he can accommodate this, including required mapping in conjunction with Alan Wellington, SHDC Mapping Officer. Dick has forwarded the relevant information to Alan. Jason had made clear that the good design provided by NPTG was helpful to him and reduced the cost overall. A new estimate of costs had been sought but there remained adequate NPTG funds albeit transition to Regulation 15 will involve its own costs. Jason will send the drafts as soon as possible for NPTG to review and comment. It was noted that a short response turnaround by from NPTG was essential. The copy of the overview document was agreed. The Drop In dates have been finalised, substituting a Sunday for a weekday as requested by the PC. (see 5 below)
- 4.4 Following review of the response form, a number of changes was agreed and noted by Alan. Action: Alan to incorporate the changes and put final copy in the Dropbox. The printed form will be held to 4 sides and an electronic version will be included on the Website for downloading. Response forms will be collected through the usual sealed box, which will be outside Litchfield for the duration of the Parish response timetable. Delivery will be on Saturday 17 and Sunday 18 August. As with the Neighbourhood questionnaire, forms delivered to second/holiday homes will be in an envelope, noted "*For the attention of the property owner*". The intention will be to secure as many responses as possible. Analysis of the responses will be discussed at the meeting planned for 3 October 2019. Action: Alan to design the spreadsheet layout.
- 4.5 The proposed statutory consultee list has been reviewed by Duncan, who advised that it should not be shortened Action: Judy to draft an e-mail for all statutory consultees; Alan to set up mailing from the website.

5. Drop in process

- 5.1 The Drop In sessions will take place in accordance with the schedule at the end of these minutes and will include the rolling slide show on the large screen in the Reading Room. At least two members of NPTG needs to be present at each session. Action: All to confirm availability to Judy as soon as possible. All: to note cancellation of the NPTG meeting scheduled for September.
- 5.2 Copies of the Plan will be available at the Drop In sessions Action: NPTG members supporting the sessions to make brief notes of common issues and key points arising; also to ensure completion of a list of attenders to include full name and postcode. Action: Rae to design and circulate a form for collecting this information;
- 5.3 NPTG members to ensure that all attendees complete/are listed on the forms, explaining that this is essential to ensure the integrity of the consultation process.

5.4 Alan is already using both the KEG Facebook and Charterlands Chatter, which it is hoped will encourage completion of the form by younger people. Alan: to continue to add new posts throughout the consultation period.

5.5 Additional response forms will be available in the Reading Room, the Church and from the Parish Clerk. Consideration will be given as to practicality of including copies of the Plan in the decommissioned Kingston BT phone Box. Action: Judy.

5.6 Judy had circulated the latest version of the Evidence Schedule: Action: Alan to update with Judy's advice. (*e.g. Summary Housing paper*)

5.7 Drop In sessions in the Reading Room are:-

- Wednesday 21 August, 10 a.m. – noon.
- Friday 30 August, 10.a.m. – noon.
- Thursday 5 September, 7 p.m. – 9 p.m.
- Saturday 14 September, 10 a.m. – noon.
- Sunday 22 September, 10 a.m. – noon.
- Wednesday 25 September, 7 p.m. – 9 p.m.

6. Community Action Plan (CAP)

6.1 Judy had finalised the initial version created by Rae from the original Neighbourhood Plan Questionnaire results and will discuss some issues with the Parish Clerk to ensure up to date information. KPC is responsible for monitoring the CAP. Action: Judy

6.2 Noted that the SHDC ruling on dogs on leads in residential areas might reduce the prevalence of discarded/ignored dog fouling throughout the Parish.

7. Any other business

7.1 Shane and Andrea Edgecumbe did not now support the inclusion of The Gabberwell, which is on their land, as a non-heritage site and had explained their reasons for this. Judy had explained that it was too late to exclude the site from the draft Plan and that it would be very useful for them to complete a response form accordingly.

7.2 Judy noted that there are likely to be considerable changes to the Plan during the transition to Reg 15.

7.3 Noted that the Modbury Plan had gone back into consultation as a different site allocation had been agreed. Details available on their Website.

7.4 Richard Baker of Ringmore had contacted Dick to seek support for Ringmore's opposition to an application to SHDC for a "Planning in Principle" application. There is increasing concern on this type of application, which once agreed, allows for further expansion of the site without full process.

8. Dates and venue of future meetings

October 3 2019: 7 p.m. in The Reading Room.