



Kingston must retain its character as a
Living country village

**Minutes of the meeting of the Neighbourhood
Plan Task Group (NPTG) held on 5 March 2020 in Kingston Reading Room**

1. Present; apologies and declarations of interest

Present: Dick Dalley; Rae Musk. Apologies had been given by Alan Coleman-Smith and Don Kelly. There were no new declarations of interest.

2. Minutes of last meeting

The minutes of the 9th January meeting were agreed as a correct record.

3. Matters arising

All included in agenda

4. Finalisation of the Neighbourhood Plan – next steps

4.1 NPTG had reviewed all responses (*subject to 4.4 below*) made to the NP consultation process and the proposed NPTG's own related responses thereto. These are available in the NP Dropbox. KPC was unable to review these at its February meeting but will do so at the March meeting and will advise any comments or questions to NPTG. Once this document is finally approved by KPC, it will become a key part of the evidence submitted for inspection of the Regulation 15 Plan.

4.2 Development Boundary.

KPC had approved the renamed and revised Development Boundary (previously *Settlement Boundary*) and this new title will be used in the final Regulation 15 Plan for submission.

4.3 Community Action Plan (CAP)

This plan reflects community wishes, which arose from the consultation process, but which do not fall within the remit of the Regulation 15 Plan itself. It will be presented to KPC at its April meeting. Delivery and ongoing management of the CAP will be owned and managed by KPC with involvement of the community and appropriate agencies. Additional items can be added by KPC over time.

4.4 SHDC advice on draft Regulation 15 Plan.

NPTG engaged in a telephone conference with Duncan Smith on 28 February 2020 to receive feedback on the draft. His overall view was that the draft reflected the wishes of the Parish and was overall well written and should not require re-writing once the minor points provided by him have been incorporated. The few issues arising from the meeting are straightforward to address with the exception of a lengthy response from Natural England. **Action: Dick** to contact Natural England to clarify their concerns and agree any relevant amendments to the NP. **4.5** Duncan advised that a Strategic Environmental Assessment (SEA) would not be required.

5. Next steps

5.1 It was noted that Bigbury's Plan had been approved and was now 'made' and that they might be able to give practical advice about procedure for submission of Kingston's own NP. **Action: Rae to liaise with Beth Huntley.**

- 5.2** Key actions for NPTG (a) were to make changes to the draft 15 Regulation Plan in relation to Duncan's advice for SHDC in response to his advice in line with the consultation comments made by other statutory bodies and by Parishioners. Feedback (b) and to collate the considerable supporting evidence to demonstrate that due process had been followed; (c) to approve the NP **Glossary of Terms** and to complete the required Consultation Statement document. Duncan advised also that content Appendix IV of the Plan (*Distinctive skylines and views*) should in fact be incorporated within the NP rather than as an appendix. **Action: NPTG**
- 5.3** NPTG now to finalise an action plan to reflect the advice given and to move as speedily as possible to submission of the Regulation 15 NP. The current Plan will need to be amended. **Action: Rae** to liaise with SHDC printing department to establish costs and timescale.
- 6. Date of next meetings (all in the Reading Room from 7 p.m.)**
April 9 2020; May 7; June 11.