



Kingston must retain its character as a Living country village

Minutes of the meeting of the Neighbourhood Plan Task Group (NPTG) held by Zoom on 13 May 2021.

1. In attendance; apologies and declarations of interest.

Present: Alan Coleman-Smith; Dick Dalley; Don Kelly; Rae Wallin. There were no apologies and no new declarations of interest.

2. Minutes of previous meeting.

These had been circulated; agreed as a correct record; and posted on the NP Website.

3. Matters arising.

3.1. The NP banner and "Pullup stand" have been passed to KPC for retention.

3.2 The Referendum had a good turnout, indicating strong engagement by the community; and resulting in clear majority support for the Neighbourhood Plan. Of those who voted 88 % voted in favour the Plan and 12% voted against the Plan. The total of residents eligible to vote was 305 of whom 160 (52%) voted for the plan. Pending the "making" of the Plan at South Hams District's meeting on 20 May 2021 (*the same date as for the KPC*) The made Plan will thereafter inform decisions about- and controls on - development in Kingston Parish. The Plan will need to be reviewed in the future and KPC is requested to stand the current NPTG down and appoint a new team for the review process.

In terms of completion of the work of NPTG, it was agreed that NPTG would make a list of questions for KPC to address, making clear that NPTG will be stood down and that KPC would be responsible for the NP thereafter.

3.3 Agreed that NPTG would produce an article for the June Kingston Newsletter, to recognise the community's support in the Referendum process and outcome. **Action: Rae: to circulate draft to NPTG for comment. Don will advise KPC about the Newsletter article.** This to be forwarded to Suzannah Grant;

3.4 **Finance.** Alan confirmed there is now just the need to do a final grant report and pay the balance. Sue Green (KPC Clerk) will liaise with Alan if she needs help.

4. Any other business

4.1 NP Website. Alan has posted the result of the Referendum on the front page of NPTG Website. He will obtain guidance from Duncan Smith as how to amend the Referendum version. Once this has been amended as advised, it will then be added to the Website, all links that are built into the Plan document will cease to work once the Plan website closes down. If KPC requires copies, Mervyn Freeman can add to KPC's own Website. The NPTG Website is paid up to 28th November. There are links on NPTG Website, such as the Character Assessment which Alan can transfer to the KPC Website. Once the WordPress agreement lapses, then the URL (Uniform Resource Locator) on the Website will not be available.

4.2 Noted that all the documentation obtained in the NP development process would be needed in future review(s) of the NP. This will be saved to a DVD and passed to Sue Green, clerk to KPC.

5.Date of next meeting. This date is proposed only (on the basis that the Plan may have been 'made' in which the proposed date is not needed) If it is needed then: - Thursday 10 June 2021, in person or by Zoom (if Covid restrictions have been reinstated).

NPTG Questions for KPC.

Will KPC advise us that NPTG has completed its task and may stand down after its closing meeting in June?

The Plan website (kingstonplan.org) is paid up with Wordpress for the URL and hosting until 28th November 2021. Alan will keep the Plan email live until it closes. Please advise if the website and email need to be kept live for longer. Alan can transfer the information on the Website to KPC.

When the Plan website closes then the links embedded in the Plan pdf will stop working. If required Alan can provide a replacement with the links pointing to documents on the KPC website.

Please confirm that Sue Green should hold the DVD with the Plan documentation which is currently on the Website? Should the additional off-Website information such as the more detailed questionnaires responses be included? If not then they will be deleted.