

Neighbourhood Plan Steering Group
meeting notes of 27th September 2021
held at 6.00pm (via Zoom)

Present:- Cllr J Atkins – Chairman (JA)
Mr C Wetten – Vice-Chairman (CW)
Cllr S Russell (SR)
Mr S Todd – Planning Consultant (ST)
Mr E Chorlton (EC)
Mr R Smith (RS)
Mr J Evans – Teign Heritage (JE) (Arrived at 18:19)
Mr K Underhill – Chair of Teignmouth Traders Association (KU)
Mrs T J T Rowe – Town Clerk (TR)

Subject		Action
Revisions	<p>ST had sent through changes to the table and the draft plan to the members of the group. He had contacted Simon Hargreaves at AECOM who would do the design code changes free of charge.</p> <p>ST had agreed a timetable for the changes with Simon Hargreaves who would not be available after 18th October. If there were any other comments affecting the design code the group should let ST know by 1st October. Simon Hargreaves would respond the w/c 4th October and ST would send his response out to the group. If there were any further changes ST would let Simon Hargreaves know by 12th October.</p> <p>EC would check the latest design code (a link to this was on the Town Council website).</p>	<p style="text-align: center;">ST</p> <p style="text-align: center;">EC</p>
Ownership of sites	<p>The meeting noted that the ownership of “Kingsway Wood” had been redefined. ST was minded to leave this site in the plan. If the owners wished to develop the site, they would need to mitigate any loss of biodiversity.</p> <p>EC had skimmed the latest version of the plan and questioned the designation of green spaces such as the football club and rugby pitches. ST added that these could just be protected as sports facilities. The owners of all the sites designated as green spaces would need to be contacted if they were in private ownership, (an email would be acceptable) as would all the owners of the heritage assets.</p> <p>SR added that the fields behind Morrisons were public open space. It was believed that the rugby club was leased from Teignbridge District Council.</p>	<p style="text-align: center;">TR</p>

	<p>CW suggested that the Clerk look at Land Registry records to ascertain the ownership of the fields not owned by the District Council at Eastcliff. SR added that Roger North at DCC had details of the land searches for Eastcliff.</p> <p>A note to land owners to the effect “Teignmouth Neighbourhood Plan is preparing to designate your site at as a green space/sports and leisure facility/biodiversity area/heritage asset, if you would like to make representations on this designation please reply to this email by” – later ST supplied correct wording to TR.</p> <p>An email would be sent to the owners of Kingsdown, drawing their attention to the fact that this area was being kept as a habitat. CW pointed out the Teignbridge asset register on their website for land ownership of many of the designated sites.</p>	
<p>Plan for the next consultation</p>	<p>ST had contacted TDC to get any issues out of the way. TDC had responded to say that they didn’t have the resource to look at the plan at present. ST asked when they would be able to give their screening opinion and they had agreed to view the plan for SEA and HRA. This could have an implication on timing and TDC were to let ST know.</p> <p>ST and JE had been in touch concerning the heritage report which needed finishing; KU had provided photos. Letters would need to go out to all the owners before the consultation. ST told the meeting that the group needed to be happy that the plan going out for consultation was the one that they wanted to go all the way.</p> <p>The Town Council would be asked to sign off on the existing draft plan at the Full Council meeting on 5th October 2021. The Clerk would send the both the copy with the amendments and the “clean” copy out to all Councillors so that they had an audit trail of the changes made.</p> <p>ST would send the details of the Regulation 14 consultation requirements out to all members of the Neighbourhood Plan group. There was a statutory list of consultees and the group was duty bound to contact all of these. Teignbridge District Council would have an email list of all these consultees to which should be added all the previous respondents.</p> <p>JE would be able to supply a copy of the list which would also be held by DCC and JA suggested asking Bovey Tracey Town Council, who had recently completed their Neighbourhood Plan, for a copy of the list.</p>	<p>TR</p> <p>TR</p> <p>ST</p>

	<p>ST supplied the email contact at Teignbridge who should be able to supply a copy of the list of statutory consultees alex.lessware@teignbridge.gov.uk ; TR would make contact. The consultation period had to be a minimum of 6 weeks , no less. JA told the meeting that if the consultation started on the w/b 25th October it would finish by 6th December. ST told the group it would be possible to leave the end of the consultation open to run through Christmas; running for more than 6 weeks was not an issue.</p>	TR
<p>Consultation Events</p>	<p>The group discussed the number and venues for consultation events. CW offered use of an empty shop in The Triangles. Morrisons greenhouse was currently empty, Roger Smith told the meeting that the Morrisons Community liaison officer was Mel Welsh, CW agreed to contact her to see if the greenhouse could be used.</p> <p>JA would arrange for a banner to be added to the Town Council website.</p> <p>JA would also ask John Ware to do a press release.</p> <p>All agreed that the shop in The Triangles and Bitton House would be the best venues for events. The Pavilions would also be used; JA would talk to Nicky at the Pavilions.</p> <p>ST would draft how many boards would be needed and their content.</p> <p>Responses could be made online but hard copies would also be accepted.</p>	<p>JA</p> <p>JA</p> <p>ST</p>
<p>Next Meeting Date</p>	<p>Monday 25th October 2021 – ST to confirm</p>	ST
	<p>The meeting closed at 19:31</p>	