

**LUPPITT NEIGHBOURHOOD PLAN STEERING GROUP**

MINUTES OF A MEETING OF THE LUPPITT NEIGHBOURHOOD PLAN STEERING GROUP HELD  
ON WEDNESDAY, 1 MAY 2019, AT 7.30 PM IN LUPPITT VILLAGE HALL

**Present:**

Roger Hicks, Michele Turner, Christine Ryder, Graham Russell, Steve Berry, Mary Hill, Mark Hickman, Danek Piechowiak, Steve Smith, Tracey Rosewell, Sara Gordon, Greg Page-Turner, Andrew Tucker, Pearl Pulman, Rosalind Buxton

ITEM	ACTION
<p><b>1. Apologies</b></p> <p>Apologies were received from Claire Stevens, Simon Murphy, Lizzie Wren, Lucy Murray, David and Mary Ann McCaig.</p> <p>Roger welcomed everyone to the meeting and explained that Lucy had decided to stand down from leading the Balanced Community sub-group. She does not feel she can devote enough time to the project because of her work and family commitments. Lucy will continue to be part of the Community Projects sub-group. Roger said he quite understood her reasons and recorded his thanks for her input. Michele has kindly agreed to lead this sub-group for the time being.</p>	
<p><b>2. Minutes of previous meeting</b></p> <p>It was agreed unanimously that the Minutes of the last meeting held on Wednesday, 27 March 2019, should be accepted as a true record of that meeting.</p>	
<p>The order of the Agenda items was altered so that the sub-group leaders' presentations were considered later in the meeting.</p> <p><b>3. Parish Character Assessment</b></p> <p>Fiona Fyffe has completed her assessment and will send the first draft of her report within a few days.</p>	
<p><b>4. Housing Needs Survey</b></p> <p>There was a lengthy discussion on this subject. Mark and his sub-group felt very strongly that a Housing Needs Survey should be carried out as soon as possible and in tandem with work continuing on the Neighbourhood Plan. Roger felt that it would be preferable to carry out the survey once the Neighbourhood Plan was completed. Greg felt that having completed the questionnaire recently, residents may feel disinclined to fill in another form especially one that could be regarded as being quite intrusive.</p> <p>Mark had sent background information to members of the Steering Group. He explained that EDDC finance 3 Housing Needs Surveys per year and the Parish Council would be expected to contribute £300 towards the cost. Whatever decision the Steering Group reaches would be taken to the Parish Council and the Parish Council would have the final say.</p> <p>Sara suggested that nothing in the questionnaire gave a mandate to carry out a Housing Needs Survey and no agreement had yet been reached by the Steering Group on whether or not a Housing Needs Survey should be</p>	

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<p>carried out as opposed to when. However, Roger and Mark pointed out that 73% of residents had indicated that affordable housing was considered to be extremely beneficial, very beneficial or somewhat beneficial and this provided a compelling reason to establish whether there was, in fact, a need for affordable housing. Roger reminded the meeting that a Housing Needs Survey is essential to find out whether or not there is a requirement in Luppitt parish for affordable housing and repeated that EDDC had made it clear that unless 'need' could be established there would be no basis for providing affordable housing . The only issue was one of timing. Mary wondered whether carrying out a Housing Needs Survey now would delay completion of the Neighbourhood Plan. Mark understood that the process would take 6-10 weeks to turn round.</p> <p>A proposal was put forward that EDDC should be approached to carry out a Housing Needs Survey as soon as possible, ie in tandem with other work continuing on the Neighbourhood Plan. Voting was 8 in favour and 4 against. This will now be taken to the next Parish Council meeting for a final decision.</p>	<p>Rosalind</p>
<p><b>5. Procedural Stages – progress</b></p> <p>Timings have slipped slightly as the steering group was asked to respond to the sub group's feedback on the questionnaire within a month, ie by the next steering group meeting but good progress is being made so there is no cause for concern.</p>	
<p><b>6. Next Steps</b></p> <p>Roger suggested asking David Rolls from Devon Wildlife Trust, Lisa Turner of the Blackdown Hills AONB and Gavin Saunders from the Blackdown Hills Farming and Woodland Group to come to a Steering Group meeting to give a short presentation. The purpose would be to increase knowledge of environmental matters in the parish but the spin off could be some interesting ideas for 'community projects'. Roger said that the overwhelming message to come out of the questionnaire is that the environment is absolutely key to residents. The meeting thought this was a good idea.</p>	<p>Roger</p>
<p><b>7. Presentation by sub-group leaders of suggested changes to the draft Plan</b></p> <p>Sub-group leaders were asked to give a very brief summary of their proposed amendments and the thinking behind them. Schedules in the same format had been forwarded to Steering Group members before the meeting for reference.</p> <p><b>Balanced Community (Michele Turner)</b></p> <ul style="list-style-type: none"> <li>• This section acts as an umbrella for the whole Plan. There is some duplication so better to cross-reference rather than repeat information.</li> <li>• Point 7 – 'Availability of Suitable Sites' needs very careful consideration.</li> <li>• Point 9 – 'Community Facilities' – whilst 51% said no more facilities were needed, 49% said they would like to see other facilities. Roger did not think that 49% could be ignored. However, Pearl and Steve Smith said that the existing facilities are not used now and that it is disheartening when volunteers work so hard and people don't bother to support events. It was suggested that perhaps the existing facilities could be used for different activities.</li> </ul>	

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<p><b>Natural Environment (Mary Hill)</b></p> <ul style="list-style-type: none"> <li>• The sub-group generally supports the draft Plan with no major amendments.</li> <li>• Point 8 – in addition to damage to the natural landscape by development, dry summers also cause damage so there will be ongoing maintenance.</li> <li>• A new appendix will be devoted to the Commons.</li> </ul> <p><b>Built and Historic Environment (Graham Russell)</b></p> <ul style="list-style-type: none"> <li>• Very much keeping to the draft Plan. The sub-group feels there is an issue with the listing of non-listed buildings – unintended consequences.</li> </ul> <p><b>New Development (Mark Hickman)</b></p> <ul style="list-style-type: none"> <li>• There are a number of cross-over points – should be no duplication.</li> <li>• Focus should be on policy – try to take out the emotion – preamble should be moved to an appendix.</li> <li>• Point 11 – new wording suggested.</li> <li>• Point 18 – the sub-group acknowledged and apologised that it was wrong in its assumption that holiday accommodation was not covered in the questionnaire.</li> <li>• Point 20 – wording is too vague.</li> </ul> <p><b>Climate Change and Renewable Energy (Michele Turner)</b></p> <ul style="list-style-type: none"> <li>• Overwhelmingly positive response to having a Green Code for Luppitt.</li> <li>• Need to understand why there is a need for renewables.</li> <li>• Perhaps need to start a team to monitor progress – ongoing.</li> <li>• Link to New Development (housing) – zero carbon rating? Rainwater harvesting. New builds perhaps to have grey water system.</li> <li>• Priority is to have minimal impact on the climate.</li> </ul> <p><b>Community Projects (Christine Ryder)</b></p> <ul style="list-style-type: none"> <li>• A lot has been achieved since the draft Plan was written.</li> <li>• Need to formalise some community project proposals – lots of ideas but must be practical.</li> <li>• Can draw on knowledge and expertise of people within the community to help with progressing projects.</li> <li>• Some external funding may be needed.</li> <li>• A permanent team with be needed.</li> </ul> <p><b>Finally –</b> Having been given a brief resumé of the proposed amendments, Steering Group members now have time to consider whether or not they agree with the suggestions. All comments should be submitted before the next meeting on 29 May so that they can be discussed and agreed at that meeting. All sub-group leaders will be happy to answer any questions.</p>	<p>Steering Group Sub-group leaders</p>
<p><b>8. Any other business</b></p> <p>Mary said that Gavin Saunders from the Neroche Conservation Volunteers has agreed to come for a day in July to lead the removal of Himalayan Balsam from areas of Luppitt Common. Volunteers are needed. Mary has spoken to Gavin Brake who gave a very positive response on behalf of the Commoners.</p> <p>The meeting closed at 9.07 pm.</p>	<p>Mary</p>
<p><b>9. Date of next meeting</b></p> <ul style="list-style-type: none"> <li>• The next meeting of the Steering Group will be Wednesday, 29 May, at 7.30 pm in the Village Hall.</li> </ul>	