

**Minutes Tavistock NDP Steering Group meeting
Wednesday November 8th, 2023, 5.30pm
Tavistock Town Council Chamber**

Steering Group members attending

Ursula Mann, Chair & Cllr
Pete Squire, Cllr
Stuart Honey, Secretary
Dr Sharon Gedye
Kit Harbottle
Gemma Loving
Janna Sanders, BID Manager
Sue Spackman
Ian Wright

Visitors Attending

Stuart Todd, Project Manager
Mandy Ewing, Cllr TTC & leader WDBC
Anne Johnson, Cllr TTC & WDBC
Barry Smith, Cllr TTC

Apologies

Julu Irvine, Cllr
Trevor Munroe, Cllr

Today we welcomed a few additional councillors from TTC, part of the decision-making process. They have been providing invaluable support, advice and commentary as we develop the plan. This was an opportunity to hear from Stuart Todd, the TNDP consultant, also in attendance, who has diligently guided the SG in the drafting of the policy document – and who presented the document for comment from the group and visiting councillors.

1/ Review of previous minutes

Approved

Ursula Mann thanked those SG member who worked at the TNDP stand at the Tavistock Wellbeing Fair in October. Positive response from attendees.

2/Landscape views and Green Spaces letter Update

40 Greenspace letters have been sent out, with a good number of responses. Still have some land where ownership not known. Public notice planning style notices will be placed in locality of identified land proposal for possible inclusion.

ACTION: Landscape views will be photographed by Stuart Honey

Some private land will be withdrawn, especially where there is no public access or visibility, e.g. those tracts of land that form part of disused railway lines. UM has taken advice from WDBC Neighbourhood Planning Lead Graham Swiss and Stuart Todd regarding inclusion of Green Spaces to help guide decisions of SG.

Proposal for Sharon Gedye and Ursula to review and withdraw spaces as necessary.

Approved by steering group.

ACTION: outstanding green space forms to be filled in by SG members by 15/11/23.

3/Heritage Local List Update

Sue Spackman has had meeting with Karen Pritchard, Conservation Officer for WDBC. The barn at the top of Drake Road, originally outside conservation area will be included in slightly redrawn conservation boundary.

A couple of identified assets at St Andrew's Church Whitchurch have been withdrawn as they are already protected by Ecclesiastical Jurisdictions Order.

Note: if something is not listed, even if it is in a conservation area, it does not mean that the structure is protected.

The list is of real importance for inclusion in the plan.

ACTION: Heritage assets forms to be reviewed by SG members by 15/11/23.

(SG members attending Tamar Energy fest to fill in form during the day)

4/Community Survey Report

260 responses to the survey

Data is being collated, analysed and collated by Trevor Munroe – findings should be ready to be shown to residents at our Tamar Energy Fest stand. Will be presented as Word Cloud and as a document identifying findings as new information for the community. Stuart Todd has also done top line analysis of the findings as part of policy document work.

5/Housing – Design Code/Design Guide update

The design code is being produced simultaneously and the first draft will be with the SG in December with the draft for consultation available late January 2024. It will then go to the late January or early February meeting of TTC. The draft will then be amended post reg 14 consultation, to take account of comments from residents and statutory consultees. This work has been engaged through the technical advice service through Locality and we have a consultant from AECOM who is producing the guide working with SG member Gemma Loving.

6/ Policy document review with Stuart Todd

The SG spent the rest of the evening carefully going through the draft policy document with advice and insight from Stuart Todd giving each topic SG lead and visiting councillors the opportunity to discuss various parts of the policy, including the wording and the meaning.

The aim is to produce a Neighbourhood Development Plan draft for the community consultation in Spring.

7/ Timeline for draft policy development in coming months

ACTION: Ursula Mann to discuss dates with Stuart Todd and coordinate with relevant councillors and council bodies (TTC, WDBC etc) to ensure draft policy review and input timescales are realistic.

8/ Tamar Energy Fest

As part of ongoing community engagement, we have a stand at Tamar Energy Fest November 11th 2023. This will give us the opportunity to update visitors on plan progress and present findings of Community Facilities Survey.

9/ Next SG Meeting

Wednesday December 6th, 2023 6:30pm Tavistock Town Council Chamber

No AOB, meeting adjourned at 8.25pm.