

Houghton Neighbourhood Plan (HNP) working group

Minutes of meeting held Thursday 8 February 2018

1. Present
Alan Young (AY)
Llyn Adams (LA)
Sue Otten (SO)
Bev Barker (BB)
TVBC - Andrew Pilley (AP)
TVBC - Imogen Colley (IC)
TVBC - Mandie Taylor (MT)

2. AY welcomed those from TVBC and thanked them for attending the meeting. He explained that this was an opportunity for the committee to meet the relevant personnel from TVBC, and for clarification of issues to be discussed from both sides. AP gave apologies for Graham Smith.

3. AY reported on a meeting with Chair of the PCC that he had attended at TVBC in regard of the Housing Survey. – see separate minutes / notes.

4. It is thought that the committee has had approximately a 40% return on the village surveys. There continues to be a trickle of late returns and AP encouraged the committee to remind villagers at eg coffee mornings, that any further returns would be welcome.
AP said that the proportion of returns is adequate to proceed with the report.

Collation: AP informed the committee that it is perfectly acceptable for the collation of responses to be undertaken 'in-house'. BB explained that her daughter (data analyst) has offered to help with development of a collation template /spreadsheet. Committee members will populate this from the surveys.

AP explained that it would be quick and easy to find a planning consultant to help write the final report but that this is expensive. Support funding (£8000) for the report is available from TVBC. Graham Smith and AP can give guidance on what the finished report should look like but are unable to recommend any specific personnel. They can however, put this committee in touch with other similar parishes for useful contacts.

The TVBC personnel present expressed a wish to return to a meeting when the results of the survey are available to contribute to the discussion about what / where to go next.

The TVBC personnel have asked to stay in regular contact for support / information / advice.

There was a discussion about how the finished report will fit in with any future planning applications for housing in the Parish, and link with the results of the housing survey and current permissions granted. It will be necessary to survey the village with possible options for any future potential development sites.

TVBC are able to provide a wide range of statistics / data for the report eg census data.

BB asked the TVBC personnel for advice regarding issues raised by villagers in the survey that are not pertinent to the NDP report. They have offered to return to discuss this with the committee.

The committee thanked the TVBC personnel for attending the meeting and clarifying many issues.

5. AOB: Gill Young, Lucy Gosse and Vern Middleton have all offered to join the committee. It was felt that this was a good idea and AY will liaise with them re timing of join up.

6. Date and time of next meeting: 19 March 2018 at 4.00pm at AY house