

Houghton Neighbourhood Plan (HNP) working group

Minutes of meeting held Monday 23 July 2018

1. Present
 - Alan Young (AY)
 - Sue Otten (SO)
 - Llyn Adams (LA)
 - Mandy Taylor (MT) Community Engagement Officer, TVBC
 - Imogen Colley (IC) Community Engagement Officer, TVBC
 - Sarah Hughes (SH) Neighbourhood Planning Officer, TVBC
2. Apologies: Bev Barker (BB)
3. Minutes of the previous meeting were agreed
4. AY thanked the members of TVBC for attending the meeting and introduced the Working Group members.
5. Matters arising
 - a. Traffic survey: LA has agreed to summarise the findings in to a word document. There was some discussion around the findings of the traffic survey, in particular, the speed many cars are travelling. MT explained that there is help and funding available for the loan of a 'speed gun' should the village decide to pursue this.
 - b. PCC uploads: all relevant documents for this Working Group are now available on the PCC website. LA to write a note for the next parish magazine directing villagers to this page.
6. SH introduced herself and her role within TVBC and how she can help and support the development of Houghton's Neighbourhood Plan. She explained that the finished Houghton document would carry the same political weight as the TVBC Local Plan.

The working group members explained to the TVBC personnel, the work undertaken thus far and progress to date. SH felt that the next task was to establish the priorities from the survey results (once housing survey report is available) and to develop objectives from these. She also explained that she may be able to help with appropriate direction of concerns raised by villagers that do not fall within the remit of the NDP. She felt it was very reasonable to use the Village Design Statement to support and develop policies that will be contained in the NDP.

There was discussion around the need for, and funding of, any professional advice or support that may be required in the future. SH has offered to help with accessing relevant pots of money.

It was agreed by everyone that the next step is to present the findings of the village survey, the traffic survey and the housing survey to the villagers. It was felt that one or two (or more?) village gatherings could be organised in the autumn at which the PowerPoint presentation could be given, with additional slides regarding results of the traffic and housing surveys. The villagers' priorities, deduced from the results, would be presented to them at this time and objectives agreed.

The visual presentation would be supported by a written information / summary sheet for everyone. SH has offered to review this handout to check for accuracy etc.

A date needs to be decided for these presentations.

7. Date and time of next meeting: to be arranged once housing survey report is available.