



NORTHAM TOWN COUNCIL
TOWN HALL
WINDMILL LANE
NORTHAM
DEVON
EX39 1BY

To: All Members of the Neighbourhood Plan
Advisory Group
Cc: All Northam Town Councillors

Town Clerk: Mrs Jane Mills MILCM
Telephone and Fax: 01237 474976
E-mail townclerk@northamtowncouncil.gov.uk

You are hereby summoned to attend a Neighbourhood Plan Advisory Group Meeting on Tuesday 22nd February January 2022 at 6.30pm, to be held on Zoom.

Topic: Northam Neighbourhood Plan
Time: Feb 22, 2022 06:30 PM London

Join Zoom Meeting

<https://us02web.zoom.us/j/84004803373?pwd=M1RycmtCNjI3ZzZkbFB1c0RHVUtLdz09>

Meeting ID: 840 0480 3373
Passcode: 715648

The Agenda for the meeting is set out overleaf.

Members of the public will be admitted at the start of the meeting.

M J Mills

Mrs Jane Mills Fd Community Governance MILCM, PSLCC
Town Clerk

Date of issue: 15th February 2022

The following are Members of the Neighbourhood Plan Advisory Group:

Councillors Hames (Chairman), Sargent (Vice Chairman), Chalmers, Mrs Hodson, Laws and Mrs Woodhouse (one vacancy for a Northam Ward elected member).

Non-Councillors, Mr G Allen, Ms Bartleman, Ms J Smart.

All elected Members of the Council are entitled to attend.



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AGENDA

- 1 **Apologies**
- 2 **Chairman's announcements**
- 3 **Declarations of interest:**
Members are reminded that all interests should be declared prior to the item being discussed.
- 4 **To agree the agenda as published**
- 5 **To confirm and sign the minutes of the meeting held 31st January 2022 (*herewith*)**
- 6 **Public Participation**
Members of the public are permitted to make representations, answer questions and give evidence in respect of any item of business included in the agenda. Each member of the public is entitled to speak once only in respect of business itemised on the agenda and shall not speak for more than 4 minutes. The period of time which is designated for public participation in accordance with standing orders shall not exceed 20 minutes.
- 7 **To consider the action points (*herewith*)**
- 8 **To consider the updated Northam Neighbourhood Development Plan 'NNP v2.7' (*herewith*) to include:**
 - i) **dates encompassed by the Plan**
 - ii) **sections in red (amended) at pages 4, 5, 7, 8, 9, 10, 12, 18, 19, 22, 24, 25, 26, 27, 28, 29, 33, 34, 36, 39, 40, 47, 48, 54, 68, 72 & 73.**
- 9 **To consider the approach to revising and updating the sections in blue at pages 41 to 44 of 'NNP v2.7' (*herewith*)**
- 10 **To consider the steps as outlined in the 'NNP Timetable' (*herewith*)**

Note: v2.7 of the Northam Neighbourhood Development Plan is circulated by email only. It is available on the committee page of the Council's Website and SharePoint site for Group members.

Northam Town Council – Minutes of the Northam Neighbourhood Plan Advisory Group Meeting held by Zoom on Monday 31st January 2022

Present: Cllrs Hames (Chairman), Hodson, Woodhouse, Laws and Sargent.
Non-Councillor Members: Mrs E Bartleman, Mrs J Smart, Mr G Allen.

In attendance: Mr G Langton – Deputy Town Clerk.
Three members of the public.

- 2201/1067 Apologies**
No apologies had been received.
- 2201/1068 Chairman’s announcements**
The Chairman made no announcements
- 2201/1069 Declarations of interest:**
Members were reminded that all interests should be declared prior to the item being discussed.
- 2201/1070 To agree the agenda as published**
It was **resolved** to agree the agenda as published.
Proposed: Cllr Hodson, Seconded Cllr Sargent (all in favour)
- 2201/1071 To confirm and sign the minutes of the meeting held 21st December 2021**
It was **resolved** to confirm the minutes of the meeting held 21st December 2021.
They would be signed at a later date.
Proposed: Cllr Sargent, Seconded: Cllr Hames (majority in favour, 1 abstention (no present))
- 2201/1072 Public Participation**
It was announced that members of the public were permitted to make representations, answer questions and give evidence in respect of any item of business included in the agenda. Each member of the public would be entitled to speak once only in respect of business itemised on the agenda and should not speak for more than 4 minutes. The period of time which is designated for public participation in accordance with standing orders shall not exceed 20 minutes.
- Three members of the public addressed the Group, addressing the Group on the subject of the report from the Planning Specialist engaged to comment on the latest draft of the Neighbourhood, the wording for policies ED2, EN2 and EN3, and the progress of the Plan more generally.
- Cllr Hames thanked all members for their contribution.
- 2201/1073 To consider the action points.**
The action points were noted.
- 2201/1074 To consider the report on the readiness of V2.5 of the Northam Neighbourhood Plan and the recommendations therein, received from Mr G Townsend of Planning Partnership Ltd.**
The Group received the report, considering the specific and general feedback from Mr Townsend.
- It was **resolved** to undertake a thorough review of the report and the feedback about it at the sub-group’s next meeting, scheduled for 8th February 2022.
Proposed: Cllr Hames, Seconded: Cllr Sargent (all in favour)

2201/1075 To consider the proposed wording for POLICY: ED2 TOURISM ATTRACTIONS AND ACCOMMODATION.

It was **resolved** to suspend standing orders to allow the member of the public that drafted the considered wording to address the Group.

Proposed: Cllr Hames, Seconded Cllr Woodhouse (all in favour).

The member of the public addressed the Group, outlining the reasons for the proposed changes.

The Chairman thanked Mr Arnold for his work on behalf of the Steering Group.

It was **resolved** to re-enter standing orders.

Proposed: Cllr Hames, Seconded: Cllr Sargent (all in favour).

It was **resolved** to undertake a thorough review of the proposed wording at the sub-group's next meeting, scheduled for 8th February 2022.

Proposed: Cllr Hames, Seconded: Cllr Sargent (all in favour)

There being no further business the meeting closed at 16:20pm

Signed

Dated.....

Minutes

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2112/963 To consider engaging planning consultant to continue his work with this Group to review the emerging draft Neighbourhood Plan, at a cost of £175 over the budgeted figure for his work.

It was **resolved** to make contact with Mr G Townsend to establish his availability to review the Plan and submit a written report by the end of January 2022 and that should he be able to, to engage him for the cost of £375, that being £175 over the budgeted cost for his work this year.

Proposed: Cllr Hodson, Seconded: Cllr Sargent (all in favour).

Action point: Deputy Town Clerk to make contact and engage Mr Townsend's services if he was available.

2112/964 To consider when it would be appropriate to pass the draft, emerging Neighbourhood Plan document to Torridge District Council for review and comment.

This item was deferred to the January 2022 meeting of the Steering Group.

There being no further business the meeting closed at 16:17pm

Signed

Dated.....

Northam Neighbourhood Plan Advisory Group Action Points

Arising from 31 Jan 2022:

31. Subgroup to review feedback from Mr G Townsend and amend typographical suggestions as appropriate.	Undertaken and incorporated in red in v2.7 of the Plan.	complete
32. Subgroup to review the suggested wording for policy ED2.	Undertaken and incorporated in red in v2.7 of the Plan.	complete

Appledore Maritime Employment Zone

To be consider in conjunction with the approach to revising and updating the sections in blue at pages 41 to 44 of 'NNP v2.7'

Policy ED1? Business

i. Within development boundaries, proposals will be supported for new business premises and the expansion of existing ones, or new start-up/incubator units, with preference given to brown-field sites, provided that proposals demonstrate they will benefit the local economy.

ii. Within development boundaries, proposals for live/work home units will be supported provided they are not detrimental to the amenity of neighbours

.iii. Within the development boundary of Appledore and the Appledore Maritime Employment Zone defined on Map ? development proposals for fishing, shipbuilding and other maritime industries will be supported providing they conform to the appropriate character policies for the location.

iv) Outside settlement boundaries and the Appledore Marine Employment Zone, small scale proposals for i) farm diversification schemes and ii) other rural business enterprises which require a rural location will be supported providing an economic need is demonstrated which benefits the local economy, and which cannot reasonably be met within development boundaries and also provided that proposals comply with Policies on Coalescence and Protecting the Rural Character between settlements.

v. Loss of existing employment uses will only be supported where it can be demonstrated that the existing use is no longer required or viable, and that the premises/site/business has been actively marketed for at least twelve months at an appropriate market price.

Conformity: ST06 ST09 ST11 DM09 DM11a DM12 DM13 DM14 DM15 NPPF80-84

Appledore Maritime Employment Zone

7.10 The Appledore Maritime Employment Zone identified on Map ? includes Appledore Shipyard, the Fish Dock, the sand and gravel dock and Middle Dock.. Local support in 2018 for the continued use of Appledore Shipyard for shipbuilding was very high (see Evidence, Appendix ?). Appledore Shipyard is designated as employment land in the ND&T Local Plan.

7.11 NDAT Local Plan Policy NOR Northam Spatial Vision and Development Strategy section (d) states: employment will be supported by safeguarding and developing upon important economic resources, significantly in relation to Appledore Shipyard, port facilities and tourism assets

7.12. Policy NNP? conforms to ND&T Local Plan DM13 which seeks to retain designated employment land. It is also in conformity with ND&T Local Plan ST11 (3) regarding a working partnership between Councils, Businesses and local communities.

7.137.13 Policy ED1 seeks to sustain the local economy by supporting the employment potential and economic importance of fishing, ship building and other maritime-related industries in the Appledore Maritime Employment Zone'.

7.14 NDAT Local Plan policies ST09, ST14 and DM04 refer to protecting the Undeveloped Coast, UNESCO Biosphere sites and heritage assets such as Tapeley Park House and grounds. The NPPF in policies quoted seek to promote economic growth, encouraging planners to identify strategic economic sites, whilst supporting a mix of uses across an area including employment uses in order to minimise journeys to work

7.15 Any redevelopment in the Appledore Maritime Employment Zone for other employment purposes would need to take account of its prominent riverside position. It is highly visible from the east side of the River Torridge and impacts on the setting of listed Tapeley House and grounds. The zone also adjoins the South West Coastal Footpath, UNESCO Biosphere Buffer and Transition Zone and a Torridge SSSI

.7.16 Any commercial redevelopment of the Appledore Maritime Employment Zone would need to address possible effects on the amenity of residents who may be affected by noise or environmental pollution. The impact of any increased traffic flows onto Wooda Road, Churchill Way and the Heywood Road and roundabout would also need careful consideration.

Policy NNP 21? Appledore Maritime Employment Zone

i. Proposals for the redevelopment of any part of the zone identified in Map? for non-employment uses will not be supported, unless such proposals meet all the requirements of policy DM13 of the NDAT Local Plan.

.ii Within the zone employment development related to maritime industries will be supported, subject to the following being met:

That there is no detrimental impact on the amenity of occupants of neighbouring properties.

The design, massing and materials used on any building does not harm the setting of Tapeley Park House, or the character of the Undeveloped Coast.

Any development proposal must include traffic and transport assessments, detailing measures to mitigate the impact of the development on the highway network. Conformity: DM13 NOR ST09 ST11 ST14 DM07 NPPF80-82 NPPF104

NNP TIMETABLE

STEP	WHO WILL DO WORK?	TARGET DATE
<p>1 FINALISING THE NNP TEXT</p> <p>Edit NNP text. Add in missing text elements these are:</p> <p>2.15 community profile (info paragraph summarising the 3 main details of each of the 3 communities - population etc. etc.</p> <p>Section on Implementation and Monitoring of the NNP = 2-3 paragraphs explaining how the Plan will be reviewed by NTC, and how it will be used by TDC to determine applications.</p> <p>EN5 Protection of Biodiversity, Appendix 5 needs criteria for selecting green corridors, a list the green corridors and a map showing where they are also a photo of each and a justification for including them (layout similar to Appendix 4 for heritage assets).</p> <p>Any changes necessary for Graham's comments in particular to address the concern about lack of focus - is a para on a BIG IDEA such as SUSTAINABLY BETTER needed for Vision Statement in Section 3. Also does each policy need a new para in its supporting text explaining how the policy relates to the big idea?</p> <p>2 Write Statement of Community Engagement - this is a statement of say 2 pages explaining how the plan-making group engages the public and how it collects evidence of public views through consultation, website, FaceBook, meetings etc. This needs to be done ASAP - it should have been written at the start of the NP process..</p> <p>3 Summary of consultation responses for evidence base</p>		

<p>4 Consultation statement for submission. (Documents 2 and 3 are used to write a summary of the public engagement achieved in the NP plan process - especially in the statutory consultation and the feedback received). The consultation statement needs to be submitted to the examiner with the Plan.</p> <p>5 Basic conditions statement for submission An explanation of how the NNP satisfies the basic conditions for NP's - for example broad conformity with Local Plan strategic policies and the NPPF, sustainability etc. The basic conditions statement needs to be submitted to the examiner with the plan.</p> <p>6 Updating and revamping website. In particular the NNP draft should on it once final, statement of community engagement and summary of consultation responses.</p> <p>This is important as the examiner may want to see the website.</p> <p>7 Updating FB page. This is important as the examiner may check the FB page.</p> <p>8 Making plan for consultation. How best to maximise public engagement? How to reach young and very old people? What events to hold? How to make them effective in generating feedback?</p> <p>9 Making plan for referendum to maximise YES vote plus fundraising.</p>		
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