MINUTES OF TORQUAY NEIGHBOURHOOD FORUM
Steering Group

Tuesday 13 September, 7.00pm
At CDT Offices plus Zoom

Present Rodney Horder (Chair), Darren Cowell (Vice Chair), Pat Bishop (Treasurer), Julie Brandon (communications), Chris Davies, Pat Bishop, Nigel Goodman, Alan Griffey, Len Short, Sue Kenway, Graham Stevenson,

Item	
1.	**Minute taker** John Arcus CDT
2.	**Apologies:**, Tracey Cabache,. Steve Darling. Sarah O'Connor, Margaret Forbes-Hamilton, John Rawson, June Pierce, Roger Carter 1. Can we change meeting dates to accommodate clashes of community partnerships? Rodney to look into. Also note for Tracey, Youth Group will be in on Tuesdays up to 7pm at Temperance Street through to mid-November – if this day is retained better to start at 7.30pm.
3.	**Minutes of meeting 09 August 2022** – discussion and agreed as a true record.: a. Constitution circulated. b. Cockington Pipes – no upate. c. Redesignation - application form drafted, waiting for Ward maps – Tracey this week. Sign and submit.
4.	**Matters arising** a. Imperial hotel in process Darren to follow up. Note that primary issues relate to Imperial Court, which is no longer owned by Imperial Hotel
5.	**Bank accounts**

	• Bank accounts – No transactions, just over £5000. Upcoming invoice to pay David Chetwyn for NP Health Check. Pat to stand down and RH acknowledged for her work as Treasurer. Nigel Goodman is prepared to do it. Supported and agreed. Nigel appointed Treasurer and Pat to do handover
6.	**Neighbourhood Plan update** – Review and agree draft Policies – Rodney updated each clause as they were being discussed in the meeting. Notes: a. Useful procedure to update in the meeting. b. List of policies – need to change order slightly and make small amendments. c. Torbay Heritage Strategy – 2021 2026: Darren to confirm dates d. Sustainability – changes? No changes to make. e. Community led planning – be positive as we can. 'Must' rather than 'should'? Highly recommended would be better wording- Pat. Strongly recommended. Will be invited to. **Will be expected –** decided**.** f. Residents Associations to be included. Instruct developer but legally don't have to engage - Darren. g. They should have community engagement. Not highlighted that this is wrong in this report. Leave it as is and see what the responses are. Could be taken out by the examiner. h. Show planning considerations that justify, when not a designated site – in accordance with other policies. i. Good design principles – clarifies what need to be considered – location, people etc. NIC National Infrastructure Commission. Applies to everything - including scale or size ie work on a bungalow. Not mandatory yet. But it is good practice. Agree with wording. j. Green Field – unless allocated not supported. Brown Field – supporting – that they are designated first. NPPF wording k. There is also a policy on Green Spaces. l. Change of use from commercial to residential – unless lack of viability clearly proven. i. Changing the shape of inner city – shops and recreation 'v' residential. Managing the retreat of commercial from some areas. ii. Maintain vibrant retail areas – discourage commercial decline. iii. Consolidate retail in Union Street. m. There is no MA in Town and Country Planning Act – Rodney change number. n. Conservation areas – we have to protect them - otherwise a complete waste of time. Decisions often totally dependent on planning officer. Conservation Area Appraisals provide the evidence for how areas are conserved.

i. St Marychurch planning example from Pat.
ii. Policies are going to be more strongly reinforced - Rodney. Build into the neighbourhood plan to strengthen. Perimeter of or visible from CA will be included . Emphasize the aesthetic value as well. Prevailing height details in local plan.
iii. Designate sites within conservation areas is possible – this is the intention if a building is acceptable.
iv. Rural Conservation areas, not support building on undeveloped land.

o. No 4: sympathetic development in conservation areas. Darren. Small areas in Edginswell some areas could be sympathetic – could be a designated site. Urban and rural conservation areas. Maidencombe and Cockington area rural conservation areas. Add the word **Rural –** Rodney.
p. Pat would like Community Partnership to be contacted if developers want to alter a site. Important to be notified. CP need to raise it in each case.
    i. Using the Forum to collect views of Community Partnerships – is it down to CPs? Rodney has sent the draft and it is for them to feedback. And also update their aspirations. The challenge is a technical process for groups who aren't engaged. People have probably had enough of Neighbourhood Plans – this is our challenge. How to engage with communities like – Ellacombe CP, Barton and Hele – issue is demographics. Consider using Community Builders to raise awareness. Discuss with Tracey.
    ii. Julie: locals not motivated to look at documents. Even people who care. People making alterations to buildings in conservation areas – is the work sympathetic? - is this covered? – Enforcement action is possible. Abbey Road examples. Alterations to Listed Buildings require Planning Consent but not a standard dwelling. Look at Conservation Area Appraisal.
    iii. For communities not engaged in process – look at aspirations and projects – use people in the Forum and cost and deliver to the communities. Reduce the bulk of the plan – ie we want to build a village hall as an example
q. Aim of the plan is to assess Planning Applications.
r. Housing – waiting for Local Plan to designate their sites. Smaller sites - windfalls – can go in this plan. Community Partnerships can identify residential sites. Recommend - Forum members and CP members go for a walk and feedback to Rodney.
s. Affordable Homes – update preamble. Housing need survey needs updating. Five-year supply – Council still trying to progress. Meeting in two weeks for regular review – Darren. We are working in a vacuum – Liz Truss – aiming to

		change policies. Hybrid option out for consultation - in One Torbay. H2 provision, onsite provision preferred. Aim is to get developers to develop affordable homes early in the process. t. TH clause: Height and size – add **bulk** Rodney u. Second homes –council taxing at maximum – Darren. Unintended consequences of policies – under consideration. v. Community fund is a separate process. w. CIL Fund – we should help to cost out plans and help areas. We are all just focused on our own areas. What do communities want? Look at original Neighbourhood Plan – use CBs to ask their communities – aspirational projects. Some feedback has already been built into plans. Action: June Pierce review H5 - Assembly and Age Friendly Communities. x. Hub facilities, frequency of public transport – aim to put in specific criteria. y. Prioritizing expenditure – David Edmondson – in discussion. z. TH6: should cover it. **The Willows and Shiphay –** wording – use the ward terms – Rodney. aa. Good design principles – height, mass etc – roof style good to see in plan. bb. TH8: no negative impact on neighboring businesses. Owner, resident or manager provision. Is this realistic? Leave for now. cc. Parking facilities – no increase in on-street parking. Assisted living can include people in employment – and health care visits accommodated. dd. Item 4: Electric charging points. ee. Historic built environment. May need to put pressure on Enforcement team. Pavilion is listed. ff. Cockington – not here at the meeting –feedback needed gg. TH15: Darren duplication and consistent – yes, fine. On a supported site – identified for development – but scale and type are the issue on to Edginswell Lane. hh. Protecting employment space (office, manufacturing, repairs etc) is important. Darren - Add to E12 map. ii. Allow residential areas / accommodation on Brown Field sites on top of industrial / business units. jj. Home based enterprises. kk. Science Park would be acceptable ll. (Darren left and will respond to next draft.)

	mm. Commercial street scenes – protect. Doors, street furniture etc – commercial heritage assets. Aim to protect good design principles. nn. Checklist is especially useful for responding to Planning Applications. oo. Change requirements inside and outside CTIA – Item 5 appropriate retail. pp. TT3 qq. TT4 – campsites. rr. Environment and wildlife sites – sites of interests marked on local plan. ss. TE2 I: up to date tt. Local green spaces TE3 Cockington – add replacement or small extension consistent with local area. uu. Designate green space – submit a form – Rodney to enquire – boundaries and photographs.. vv. Marine management plan – we are a Marine Conservation Zone. MCZ is the name. ww. TE5 - Drainage – sewerage, SuDs, gradients included. Flooding onsite and / or offsite xx. Compliant with UK legislation, national standards and guidelines. yy. Ground stability. zz. Councils rethinking housing if sewerage system not sufficient. aaa. Health and wellbeing bbb. THW2 – growing food. ccc. THW3 – community facilities provided – policy and aspirations. ddd. Outside space – 10m ^{2} / unit. eee. Sustainable transport – 20 minutes. Cycle storage, fff. Sports and leisure. ggg. Community aspirations – addendum to document ALL - send one page per each Community partnership to Rodney before next meeting (which is on 11 October).
7.	**Membership of the Forum -** next meeting agenda
8.	**Planning Committee (Tabled)** – next meeting agenda

9.	**Planning Applications**
	
	• Review of new Applications – next meeting agenda
	• Current specific Applications:
	  • Rowcroft P/2022/0772 – Margaret Forbes-Hamilton drafting Forum Consultee Response.
	  • McKay Ave (Torre marine) P/2022/0722 – Consultee Response submitted
	  • Debenhams P/2022/0806 – Consultee Response submitted
	  • Seabury Hotel P/2022/0908 – St Marychurch CP drafting response
	  • Abbey Sands P/2022/0458 Change of use – to become fully residential and not holiday accommodation. Better if it has to be a primary resident – not second home.

10.	• **Housing supply** – out for consultation. HELAA follow-up
11.	1. Torbay Together Partnership (Tabled) – this Thursday at Occombe Farm and the next at Princess Theatre.
12.	2. Section 106/CIL next meeting agenda CIL Applications - Alan Griffey working on Application for Glen Sannox and to be approved by CP. Then submit to the Forum for agreement. Process Should be a Finance decision not Planning. Darren to follow up, together with: • Tracking payments • P/2017/0888 Livvy Dean
13.	**Any other business** a. Steve Darling can he come to the Forum? b. Well done by all those who worked on the plan.

14.	**Closing** Meeting Concluded at 9.10 **Next meetings:** Second Tuesday (usually) 11 October, 08 November, 13 December