

Minutes TDNP Steering Group

Wednesday 8th February 2023, 6.30pm

Tavistock Town Council Chamber

Steering Group Members Attending

Ursula Mann, Chair and Cllr

Phil Peers, Cllr

Stuart Honey, Secretary

Dr. Sharon Gedye (SFHEA)

Kit Harbottle

Janna Sanders

Sue Spackman

Ian Wright

Apologies

Pete Squire, Cllr

1/ Review of previous minutes

Minutes unanimously approved.

Actions completed or ongoing:

- Housing Needs Analysis document has been done.
- AECOM virtual meeting with UM – useful feedback from SG will lead to amended report shortly.
- Devon Biodiversity Research Centre report produced as requested (see Environment report below under 'Topic area updates').
- Parking data from WDBC is being collated by JS as part of her work at Tavistock BID.

2/ Plan for TDCC breakfast presentation 16th February 2023 by SH

A Vision talk - Update on plan focusing on overall VAO and Town topics VAO – a board will be placed with VAO set out giving the attendees the opportunity to 'vote' with red or green stickers as to which points are most/least relevant to the business community; invitation for the members to consider their priorities and interests, and community actions projects (SH) to provide stickers (UM) To print posters and leaflets and bring board to Bedford.

3/ Plan for 'Community Conversation' 22nd February 2023, 6.30pm Town Hall

Poster prepared to be placed around town, social media updates. SG members will receive jpgs and pdfs of the posters to send to their contacts.

- UM to email .jpg and .pdf and print posters and flyers
- JS to email colourway number to UM
- All SG members to email posters to relevant contacts including: Mt. Kelly, Tavistock College, Local primary schools, Library, Allotments, Sports groups, Community Groups etc.

Again, Red and green stickers to indicate on Vision posters what public agree with- (UM to bring board and posters)

Post it notes and other interactive ways to collect feedback per topic area (SG members to provide own materials or email UM to arrange printing)

Event will be informal, standing and each topic will be on a round table – no introductory welcome or talk. SG members will be dispersed around the room. Each topic lead has the opportunity to provide photos, plans or other material to illustrate the various aspect of their topic.

West Country River Trust will be attending with interactive event.

Coffee, Tea and Biscuits (UM to ask Town Hall Manager about tea and milk, UM to provide biscuits, KH to bring non-standard teas)

4/ Building relations with local Press

SH and IW to arrange meeting with editorial team at Tavistock Times Gazette for an in-depth background conversation. The aim is to expand on the understanding of the scope and aim of the Plan and to expand on the reporting and articles produced to keep residents updated regarding SG/Plan progress.

Also, this will be an opportunity for the SG to give their views and suggestions – as people with a finger on the pulse of the local community.

PP to reach out to Moorlander where he has contacts

SG already have strong relationship with Tavy Links.

In future potential to look to online press e.g. Devon/Plymouth Live

5/ Parish Online

KH has been testing this and is happy with the potential for creating overlay maps. KH shared initial test map with SG via email. UM to assist SS in gaining access to the system for heritage topic mapping.

6/ Topic area updates

Business - SH

February 16: Chamber of Commerce Breakfast presentation SH

March 15: Markets Meeting – Town Council and stall holders SH

TBA: BID meeting SH and JS

SH will be preparing a simple presentation for the breakfast meeting – UM and PS will be in attendance.

SH to place notes for talk on Dropbox so that anyone will be able to use this for any future presentation.

SH liaising with KH on transport and where possible join future meetings.

TaviRail – SH will be attending the annual general meeting on February 17

Community Facilities - IW

Following a Zoom call with Rob Sekula from SW Devon re: sports facilities, I have heard from Alexis Huggins (AH) from his department. AH has supplied links and documents re: open spaces, sports, recreation and pitches that will help to inform a future call with UM, AH, ST, and IW to discuss how this will be incorporated into the Community Facilities section of the NDP. Following an introduction from UM to several TTC employees, I am seeking a TTC contact to discover more about The Meadows and any other community areas for which TTC has responsibility. SS has provided the Visitor Information Centre list of clubs that I am incorporating into my spreadsheet of community facilities. I attended the AGM of Tavistock Athletics Club and UM has provided some information on intended future development at Langsford Park football ground.

Environment - SG

Community Climate Resilience Drop-in

- Attended Community Climate Resilience Drop-in, Whitchurch Village Hall, 21st January, hosted by the [Westcountry Rivers Trust](#). (WRT). UM also attended.
- Session about how the community could adapt to climate change and an increased risk of flooding?
- Part of the Devon Resilience Innovation Project (DRIP) and is associated with the Dartmoor Headwaters Natural Flood Management Project - see http://soc.devon.cc/wrt_event_community_2JzfC

Actions:

- I followed up on some contacts/emails. Reply from Tom Dauben on the Environment Agency. He says he is not the best contact on Neighbourhood Plans but is going to establish a better contact.
- Incorporate ideas on flood resilience, where appropriate, into the TNP policy/guidance
- WRT attending our community engagement session on 22nd Feb

Biodiversity Meeting with Devon Biodiversity Records Centre

- Met with Ian Egerton of the Devon Biodiversity Records Centre, along with UM and Ali Sedgwick (who has local conservation ecology expertise), 17th January
- Discussed supply of an ecological report for Tavistock parish - Ecological report supplied (7th Feb).
- Ian stressed need to focus on – connectivity, priority habitats, and priority species protections.
- Ian clarified the scope and limitations of the data including data gaps/out of date.
- Discussed the possibility (subject to funding) of a Community Wildlife Warden (see [Teignbridge Action on Climate Change](#)) and possible need for experienced volunteer botanists/ecologists to survey (to fill in 'vulnerable' gaps).
- Ancient woodland survey (Natural England) and Devon Trees and Woodland Survey not yet published but imminent.

Actions

- The report includes guidance on how biodiversity data can be used to develop a Neighbourhood Plan – respond/incorporate this advice

- Disaggregate the report species data as this is not listed by group (birds, bats, plants, mammals etc all presented together)
- Work out how (if) to respond to unknown data gaps and (expert) volunteers to help address these gaps.
- Follow up on contacts supplied as and when needed.
- Follow up on tree surveys when published.

Heritage - SS

- 9th February, 2023 zoom meeting with Karen Pritchard (KP), UM, SS heritage specialist, employed by WDBC to look at and investigate neighbourhood plans - Tavistock is top of the list, so good timing for this. KP has already seen the VAO. Keen to work with us and wants to ensure that there is alignment between what she is planning to do and what we are doing.
- Reached out to Historic England - awaiting response
- Working on list of buildings that should be considered for uplift to national or locally listed. This was originally compiled a few years ago by History Society and Alex Mettler.
- Will have a form ready at 22nd February meeting, inviting people to identify buildings around the town they feel should be listed.

Housing - UM

Housing Needs Analysis Report

UM provided consultants with written feedback which included comments from SG members, independent qualitative data collected by UM from Estate Agency interviews, data from Housing Register provided by WDBC officers, and data from help to buy provider in WDBC area specific to Tavistock. Virtual meeting held on 2/2/23 with consultants to discuss. Outcome: HNA will be amended to include some of the above as well as updated to include data about tenure and housing size and other variables that have been released between the initial delivery of the report and now. SG will get to see another version prior to final sign off, but this will not be for detailed feedback, rather just a chance to preview the report.

Design Code and Master Planning

Although UM requested the meetings for discussing design code work and master planning, no meeting has been arranged. The deadline for getting these services in place for the financial year ending March 2023 has passed, so it is likely that SG will need to consider and apply for these services when the next grant application is made. No announcement has been made as to whether and when that funding may be renewed.

Visit to Chagford/Community Land Trust meeting

WDBC affordable housing office was on annual leave in January and therefore no dates have yet been set for the above. UM to setup.

Transport/Connectivity - KH

Since the last meeting:

- I have added a bit more to the summary of relevant points from national / local policy documents (NDP Evidence Base - Transport in DropBox) but there is more to do on this.

- I met Gemma Bristow, West Devon BC officer who is leading on the "Active and Inclusive Travel" programme for which WDBC recently received national funding. See meeting note in DropBox. Programme includes "Commission a Local Cycling and Walking Infrastructure Plan (LCWIP) across South Hams and West Devon to identify the important cycle and walking routes and barriers along these. The LCWIP will be a key piece of evidence to support active travel within the revisions to the Joint Local Plan. A behaviour change study will also run alongside the LCWIP to identify ways to increase uptake in active travel. § A suite of active and inclusive travel projects will be supported as identified within the LCWIP. These projects may include: e-bike trials or hubs, officer and member training, behaviour change campaign and a fund to support small scale physical infrastructure improvements and/or feasibility studies."
- We discussed the LCWIP timing and consultation approach. This will be carried out by consultants - currently being appointed. LCWIP will cover Tavistock. Likely to be ready late in 2023. NDP Steering Group should be among stakeholders consulted. Suggest that in view of this we do not undertake specific consultation or design work on cycling provision ourselves, but keep in touch with Gemma to ensure the consultants appointed take note of evidence we have (eg public survey, NDP objectives) and that we know of / link to their public consultation. LCWIP has less status in planning than NDP, so we may want to incorporate aspects of it, or to have a policy that emphasises importance of taking it into account.
- Part of Gemma's time is on broadband provision across West Devon / South Hams. We didn't cover implications of that for NDP in the first meeting, so I need to check back with her if there are any planning aspects in Tavistock.
- I have been using information crowdsourced by Transition Tavistock to mark traffic free paths on Parish Online. Also position of some of the benches - but TTC has not yet passed over full list of those. Not sure these will be relevant to NDP, but has been a useful exercise in seeing what Parish Online can do.

Next steps

- I have a Teams meeting set up on Thursday (10th) at 3pm with Lucy Martin, a Devon CC Planning Officer. If anyone else wants to join this, let me know and I will forward the invite. She also suggested contacting the Neighbourhood Highways Officer.
- I am seeking contacts with the relevant bus companies to offer a stakeholder interview.
- JS is contacting West Devon BC to check what occupancy information they hold on car parks.
- SH is keeping us in touch with rail plans via his involvement in TaviRail.
- I plan to dig into census data some more, eg on commuting patterns.
- Other leads on stakeholders / local evidence welcome.

7/ Forward Planning Discussion

UM has spoken Stuart Todd, Project Manager who will put together his work plan for March to develop the policies to support the VAOs as set out in the topics - policy intentions.

Will present plan 2023/24 to get to draft plan.

Unanimous agreement to continue Stuart Todd engagement.

8/ Finance Report

Parish online bill signed off, invoiced and paid
£119 Website renewed

Next public meeting

Wednesday 22nd February 2023, 5.30pm to setup for 6.30pm start, Tavistock Town Hall

Next SG meeting

Wednesday 8th March 2023, 6.30pm, Location to be determined as Council Chamber has been reallocated for prospective councillor event UM to email SG with new location
-Note: Stuart Todd will be joining in person.

7.40pm meeting adjourned