

NEIGHBOURHOOD PLAN STEERING GROUP MEETING – 13 January 2015
MINUTES

Present:

Rita Lait (Steering Group Chair); Tamsyn Williams (Town Councillor); Geoff Williamson (Transport, Housing, Built Environment); Paul Woodward (Housing Chair); David Todd (Open Spaces Chair); Alan Clegg (Transport Chair); Tony Beavan (Inclusivity Chair); Rowena Swallow (Local Economic Development Chair); Maxine Armstrong (Town Councillor); Matt Hayter (Transport Vice Chair); Lucy Davis (Neighbourhood Plan Officer)

1. **Apologies for absence**

Richard Sorrell (Culture and Heritage Chair); Colin Nicholls (Town Councillor)

2. **Public Speaking**

None

3. **Declarations of Interests**

None

4. **Review of the Amended Plan to Date**

Amendments made to the NDP following the publication of the Examiners Report were discussed. Lucy and Rita have been working with the neighbourhood planning team at Cornwall Council to make the changes necessary to bring the Plan into line with the Examiner's report.

Some information is still to be received, e.g. what housing target should be used (1000 or 1100) and therefore what remaining housing number should be used.

The following were queried and Lucy will raise with Cornwall Council:

- **Policy H3: why does “100% affordable” have to change to “affordable-led”? Can they provide a definition of affordable-led;**
- **Phasing – Masterplan: the addition of the masterplan requirement doesn't achieve the same as the original phasing policy. Does phasing have to be removed;**
- **Density – can we change it to 30 per hectare;**
- **OS6 – why does “but not exclusively” have to be removed;**
- **BE policies – can reference to “plastic cladding” be added back in.**

Lucy will make the following changes:

- **Change the date in the Foreword to January 2016;**
- **Use the spelling ‘Downlong’ throughout the document;**
- **Change the Housing Needs Register number to the most up to date (TBC);**
- **Add reference to outer fringes removed from BE policies into Policy GD1;**
- **Contents page – add in page numbers for individual policies.**

5. **Further Amendments**

Further changes to the Built Environment and Land Allocations sections were discussed. Lucy will query the points as listed above.

6. Next Steps

In the lead up to referendum, information needs to be distributed to allow people to make informed decisions.

There is some uncertainty about how much 'canvassing' councillors and the Steering Group are allowed to do, but the Steering Group need to be ready to meet again in a few weeks to discuss what action can be taken. In the meantime, the information below will be sought.

With regard to the queries listed above, it was decided to await response from Cornwall Council, which Lucy will circulate and a decision will be made as to whether to pursue objections or proceed to referendum.

Lucy will find out the following information:

- **Document with the legal guidelines for neighbourhood plan referendums and what constitutes 'canvassing';**
- **Can the Steering Group issue a mail-drop in the lead up to the referendum?**

7. AOB

Date of next meeting: TBC

Meeting closed at: 8:45pm