

NEIGHBOURHOOD PLAN STEERING GROUP MEETING – 19 March 2014
MINUTES

Present:

Maxine Armstrong (Town Councillor); Geoff Williamson (Transport, Housing, Built Environment); Rita Lait (Town Councillor); Paul Woodward (Housing Chair); Ric Walker (Inclusivity); Rex Henry (Built Environment Chair); Matt Hayter (Transport); Tamsyn Williams (Town Councillor) Lucy Davis (Neighbourhood Plan Officer); Rowena Swallow (Local Economic Development Chair)

1. **Apologies for absence**

Tim Andrewes (Town Councillor); David Todd (Open Spaces Chair); Alan Clegg (Transport Chair); Richard Sorrell (Culture and Heritage Chair)

2. **Public Speaking**

None

3. **Declarations of Interests**

None

4. **Minutes of last meeting**

Were accepted as a true record.

ACTIONS PENDING:

- **Rex will send Built Environment group consultation comments;**
- **Rita will follow up with Culture and Heritage group about Planning Aid support from Tim Horwood;**
- **Officer advice with regard to pre-application at Estover Farm – Marcus will email Lucy a contact;**
- **Rita will help Lucy with sustainability appraisal.**

5. **Items for Consideration**

(1) **Miscellaneous Issues**

Rex has offered his expertise for mapping.

NB. Communications: NDP steering group and topic groups should not put out position statements on current planning applications and decisions. We can put out informative communications, guiding towards the appropriate people to contact regarding specific applications.

ACTION

- **Rex and Lucy will meet to look at mapping software;**
- **Tamsyn will write a short communication about Treloyhan for Lucy to send out to the NDP mailing list;**
- **All topic groups to send survey analysis to Lucy for website.**

(2) **Site Allocations**

See PPT presentation from Marcus Healan.

Cornwall Council need written confirmation on way forward for site allocations, i.e. Site

Allocations DPD or NDP allocations, from the NDP steering group.
DPD will be consulted on in Autumn 2014.

Potential ways forward:

1. Let Cornwall Council make allocations through the DPD;
2. Opt to allocate sites through the NDP;
3. Trial site allocations in round 2 of consultation; remain in contact with Cornwall Council; keep within existing evidence base already prepared by Cornwall Council with respect to site evaluations, sustainability appraisal and strategic environmental assessment;
4. Take the proposal to the topic groups and ask for a vote on whether the NDP will allocate sites, **NB. the decision will be made at the next steering group meeting.**

ACTION:

- **Way Forward 4 was agreed on by vote;**
- **Marcus will send PPT slides to Lucy, to send to topic groups for decision;**
- **Topic group chairs will take the question to their groups and bring the vote to the next steering group meeting;**
- **Lucy will send a paragraph for guidance to topic groups about what to say.**

(3) Meeting with other parishes

Minutes have been sent to the steering group.

Main action = parishes contacting Cornwall Council and MPs re: neighbourhood plan funding from Core Offer and New Homes Bonus.

(4) Draft Policies Progression

ACTION

- **Steering group meeting on Tues 1 April, 7pm in the Guildhall with draft policies and topic group decisions on site allocations.**

(5) Updates from Topic groups

Inclusivity	Are arranging the consultation schedule for late May 2014. Focus is on reaching people not represented by last round of consultation. Caroline Webster will act as contact person with NDP, Ric will contact her.
Open Spaces	
Housing	
Transport	
Culture and Heritage	
Built Environment	Are trialling a game devised by CABE as a means for developing future policy.
Economic Development	
Amenities and Facilities	Lucy met with leisure centre manager – Chris Perry – about their plans to build an indoor sports hall, which aligns with survey results. A proposed site allocation will go into the next consultation round, with architect's plans.

ACTION

- All to contact Ric about the proposed Round 2 Consultations.

(6) Date and Time of next meeting: 1 April, 7.00pm. St Ives Guildhall

Meeting closed at: 9.45 pm