

## Minutes of Neighbourhood Plan Steering Group – 7 October 2013

Present – Maxine Armstrong, Tamsyn Williams, Geoff Williamson, Alan Clegg, Paul Woodward, Morag Robertson, Rex Henry, Estelle Doughty (for David Todd), Richard Sorrell, Rita Lait, Ric Walker, Annette Abell, and Stuart Abell (second half of the meeting), Louise Dowe.

Apologies – David Todd, Lucy Hackett.

| Item | Topic  | Actions  |
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|      | <p><u>Public speaking</u> – Annette Abell requested that there should be a moratorium on planning until the Neighbourhood Plan is in place.</p> <p>Advised – planning policies exist until replaced by Neighbourhood Plan. As with other planning policies, gets more likely to be taken into account as evidence base and policies grow.</p> <p>Geoff Williamson – asked Marcus Healan – officers using National Policy Framework as primary policy and then also to former district policies. Taking account of emerging Cornwall Council Local Plan where possible. Most weight given to NPF. Discussed proposed Gonwin development – if that proceeds, then the development allocation could be used before the St Ives Area NP is complete. Referred to other cases where major decisions have been delayed (Wiltshire) in view of emerging Neighbourhood Plan.</p> | <p>Wiltshire case to be taken up by the <b>Housing Group</b>.</p> <p>Also to check up with what can and cannot be done as the plan progresses.</p> <p>Invite Andy England to a Steering Group meeting to discuss the issues around moratoriums, development limits, numbers to exceed / within, Gonwin, etc.</p> |
|      | Friday evening 6 – 9ish on Friday.   | Volunteers for stapling<br>Rex – 3<br>Tamsyn<br>Lucy<br>Maxine<br>Geoff  |
|      | <p><u>Public consultation events</u></p> <p><u>Halsetown</u> – Morag reported a good turnout – around 30 people turned up and it was a really positive event.</p>  |  |
|      | <p><u>Lelant consultation event</u></p> <p>Alan – has considered the layout and how best to welcome people to the event, and help make it clear where the topic groups are.</p> <p>Music – will be played for around half an hour each at the end of the event. Music from around 7pm to 9pm. Publicising as live music by local bands.</p> <p>Posters can go out once the bands are confirmed.</p> <p>Need to emphasise free entry everyone welcome.</p> <p>Agreed that it will help if music is background to make the venue more friendly, but not to be intrusive.</p>   |  |

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|  | <p>Need means of taking names and contact details. Emails not to be circulated.</p> <p>Relative value of post it notes (publicising views and starting 'post it debate', talking point) and suggestion boxes.</p> <p>Need map without the big footpath numbers on it. As large as possible where people can see the roads and see where they are.</p> <p>Also a big one of St Ives itself would be good – for 'post its' sticking.</p> <ul style="list-style-type: none"> <li>• Open spaces</li> <li>• Cycle and footpath routes</li> <li>• Flood risk</li> <li>• another</li> </ul> <p>Need two large ones – well lit. One for Transport Topic Group, another if possible.</p>   | <p>Louise to try to get more big maps</p>                                      |
|  | <p>Anything else for consultation events:</p> <ul style="list-style-type: none"> <li>• if enough laptops, can show more powerpoint presentations – will help if they could be annotated.</li> <li>• If using paper photo's – costs will increase.</li> </ul> <p>Morag to give the topic chairs photos relevant to their area of work, to enable presentations to be worked up.</p> <p>Happy to liaise between topic groups and consultation event organisers.</p>   |  |
|  | <p><b>Progress of topic groups</b></p> <p><u>Housing:</u></p> <p>Question raised – views on the housing topic group commenting on the Gonwin planning application as a topic group. Considered:</p> <ul style="list-style-type: none"> <li>• Good chance of a live 'case study' where principles can be tested. And comments could be presented to town council and Cornwall Council on this basis – the analytical approach – <i>seek Andy England's advice – some sort of formal structure for ongoing feedback? – how to use as a 'test case' for the NP group without using it as a vehicle to influence decision making / prejudice our process.</i></li> <li>• Don't have survey data in yet – so can comment representing the views of the people of St Ives</li> <li>• Some concern that the NP process is policy setting and caution with not wanting to cross between policy setting and decision influencing.</li> </ul> | <p>Try to get advice for Paul before 16 October – next housing topic group</p> |

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|  | <p>Rex – Vision Statements have been being worked up by the various groups – will need to be shaped into a Vision Statement.</p> <p>Morag – the views that come in through consultation will help to inform the Vision Statement. Chicken and egg nature of vision statements in pulling together the views of the community whilst putting forward initial discussion points.</p> <p>Agreed that it would be good to have a ‘Vision Statement Table’ at the consultation events. Ideas to bounce off. Evolving process.</p>  |  |
|  | <p><u>Economic Development</u> – Morag updated</p> <p>Chamber of Trade will look at again – still a small group and working to increase its membership and input.</p> <p>Morag, visited Totnes to see their work on protecting their high street (eg stopping Costa Coffee taking up a shop unit there).</p>  |  |
|  | <p><u>Open Spaces</u> - Estelle – the topic group is continuing with audit of open spaces.</p>  |  |
|  | <p><b>Budget Review</b></p> <p>Reviewing overall and need to make budget provision in the NP budget. Resources Committee had decided that the display panels should be purchased from the NP budget rather than from other areas of the town council budget.</p> <p><u>Display Boards</u></p> <p>Discussed the merits of purchasing display boards and whether to alter the NP budget headings to make provision for these.</p> <p>Rex – need professional support now on how to turn the issues into policies – need to know now to help shape the process meaningfully.</p> <p>Rex has given Lucy contacts for CABE – offer training from the region of £1,200.</p> <p>Maxine updated on Lucy’s meeting with Jo Widdecombe from Planning Aid – support in kind:</p> <ul style="list-style-type: none"> <li>• Steering group workshops on – ‘basic conditions that all NDP’s must fulfil (Nov 2013); ‘turning evidence into planning policy (Jan 2014) and ‘draft policies – are they robust enough (Feb / March 2014).</li> </ul> |  |

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|  | <ul style="list-style-type: none"> <li>• One to one support for Lucy to compile a Sustainability Appraisal</li> <li>• Review of draft NDP next July</li> <li>• Review of Project Plan and Communications Strategy to see if they can add anything.</li> </ul> <p>Also working with Chandelle and Marcus, so a developing support network.</p> <p>Boards – agreed to but now and figure out budget after. From printing stationary / advertising budget.</p>   | <p><b>Agreed to buy the boards from NP budget.</b></p>  |
|  | <p>Ric – suggested a press release this Thursday – survey is coming out, important to have your view.</p>   | <p>Press release to go from inclusivity group – agreed.</p> <p>And thank you letter for use of venue.</p> |
|  | <p><b>Update from meeting with Chandelle and Marcus</b></p> <p>Tamsyn updated on the outcome of the meeting with Chandelle and Marcus – looking to focus on NP achievable outcomes.</p> <p>Left column – could include in Neighbourhood Plan<br/> Middle column – being included in CC plans and strategies anyway, needed duplicate</p> <p>Right column – better dealt with by other means than NP.</p> <p>Discussion:</p> <ul style="list-style-type: none"> <li>• Lots of the cultural organisations have buildings associated with them</li> <li>• This work can help to concentrate work into where the Neighbourhood Planning process could be most effective.</li> <li>• Potential through the NP to build in targets such as infrastructure (including cultural infrastructure) to be met as milestones to interlink with development numbers.</li> <li>• Community Infrastructure Levy (CIL) – targeted towards items in the Neighbourhood Plan?</li> <li>• Scope for identifying community buildings under Community Right to Buy?</li> <li>• Consultation process will help on a practical level to identify where CIL funds could be allocated.</li> <li>• Need at some point fairly soon to bring the topic groups together (a days workshop was suggested), particularly with areas of overlap.</li> <li>• Useful document – can help topic group chairmen to consider and look at areas of overlap in particular.</li> </ul> |   |

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|  | <p>Next steps:</p> <p>Community consultation events and then when survey is underway, can also work between the topic groups to unify ideas and start to bring policies together.</p> |  |
|  | <p>Date of next steering group meeting:</p> <p>Monday 21 October, 7pm at the Guildhall.</p> <p>(apologies from Alan Clegg)</p>  |  |
|  | <p>Meeting closed at 9.15pm</p>   |  |