



# LOSTWITHIEL TOWN COUNCIL

# Neighbourhood Plan

Issue ONE Autumn 2015

## A Neighbourhood Plan for Lostwithiel

The Town Council believes that it is important for the future of Lostwithiel that we prepare what is known as a "Neighbourhood Development Plan". At the Town Council's request Cornwall Council have designated Lostwithiel a "Neighbourhood Area" in accordance with the law introduced in 2012.

The Town Council would like to see a plan that runs until 2030 to coincide with the local plan currently being prepared for the whole of Cornwall.

What is a Neighbourhood Plan? It's a document that sets out how development is controlled for a particular area in the future. It has to comply with national and local policies, but it gives local people a much bigger say in how these policies are put into effect. It has a legal status and must be taken into account when considering planning applications in the future.

While the Town Council will manage the process of drawing up our plan it has to involve the whole community. When it's complete the people of Lostwithiel will have the final say because it must be approved in a local referendum before it can be put into effect.

This newsletter is a start. First, you will see inside, we want to work out how we will involve and consult people and organisations. Second we need to decide what issues we will include in the final Plan. We would like your comments and views on our initial proposals for both issues.

We also would like to hear from people who would like to get involved in preparing the plan. The Town Council would like to create a "Steering Committee" with people from outside the Council as well as Town Councillors.

## A Message from the Mayor, Pam Jarrett

Developing our own Neighbourhood Plan is a unique opportunity for us, it will give us the chance to get some control over the future planning for our town. As a Town Council we feel it is unwise to leave ourselves open to haphazard developments imposed upon us, rather than a thought through approach. Not having a Neighbourhood Plan leaves us very vulnerable to windows of opportunity for developers. Creating a plan is not a quick fix however and necessitates some serious investment, not only of money, but also time. Going forward with its creation is a major decision for the Town Council.

It is not a Town Council plan but a Lostwithiel Plan and although led by Lostwithiel Town Council it is vital that everyone is involved in the decisions for the future. There will be a number of ways that you will be able to contribute and we ask that you participate as much as you are able. There will be consultation at many stages. We hope you will work with us, to enable us to make a plan that will be important for the next ten to fifteen years, and beyond.

## The Town Council's Objectives

The Town Council understands the importance of involving the whole community from the earliest stages in the preparation of the Neighbourhood Plan if it is to be accepted. As well as residents, consultation will involve people who work regularly in the town and local businesses. The Town Council will also consult with any other identified "stakeholder": that is any person or organisation with a "stake" or interest in a particular issue, either because they may be directly affected by the

outcomes, or have a technical or professional interest, or because they may be required to act upon or put into practise the final policies of the Plan. The Council will hope to ensure that:

- The Council's processes are open and accountable.
- The Council fully understands the concerns of the community and stakeholders
- Information is available so that the public are aware of how the planning process works, and can understand what can and can't be done through various parts of the planning system.
- The public understands the final

planning policies and therefore the decisions which may follow from these.

Opportunities are available to exchange information between interested parties, including service/utility providers, landowners and neighbours. Use is made of local resources, including the knowledge and expertise of people and organisations living or working in the Town.

The skills of the community are developed to help participation in the planning and development process.

## **Who we will consult and involve**

The Council expects to involve at some level all the groups below. Individuals, groups and organisations will also be given the option of being removed from the consultation list on request, either for the whole or part of the process.

The Town Council will decide if it is necessary to send full copies of documents or just to notify parties of their availability. Groups and organisations that respond may be asked how widely they have consulted when making a response. The up to date list of those being consulted will be available from the Town Council.

- The general public. The Council will seek responses from residents of Lostwithiel.
- The Cornwall Councillor for Lostwithiel
- Cornwall Council
- Adjacent Parish Councils.
- The Duchy of Cornwall
- The National Trust
- The Boconnoc Estate
- English Heritage
- The business community of Lostwithiel and the surrounding area.
- Developers, landowners and agents
- Government agencies
- Service providers and utilities
- Young people of Lostwithiel including schools and young people's groups.
- Voluntary organisations in Lostwithiel
- National and local amenity, campaign, interest and support groups where they identify an interest in the process.

## **How we will consult and involve you.**

The Council will use a variety of methods of insuring information is distributed appropriately and there are adequate opportunities for questions and comment at every stage. These will include:

- Printed materials. Newsletters, circulars, letters etc. Plain language will be used as far as possible. Efforts will be made to avoid jargon and to explain technical terms. Printed material will be available from the Town Council, may be sent via Royal Mail or distributed by hand. Responses will be invited by paper copy or via email.
- Lostwithiel Newsletter. The Council will use the Lostwithiel Community Association's Newsletter to distribute information to the wider public.
- Information will be made available on a Town Council, Neighbourhood Plan website
- Press releases. The Town Council may periodically issue press releases reporting on issues and progress.
- Notice Boards. The Council will set up dedicated notice boards in the town to report progress and information.
- Exhibitions, public events and meetings. Opportunities will be created for people to discuss issues and ask questions face to face.
- Elected members. Councillors will have an important role discussing issues with individuals and groups. Town Council meetings are open to the public and they will be able to scrutinise the decision making process directly. In addition the Council wishes that the initial working party will be expanding to form a steering group that includes non-councillors
- The Town Council will aim to hold events in Lostwithiel that have good access for everyone Events will be timed to allow as wide as possible.
- Social media. The Town Council wishes to use social media as a means of consultation but recognises this may not be available in the early stages.

## **Your comments and views!**

If you would like to comment on the ideas and proposals set out in this newsletter then please write or email

**The Town Clerk, Lostwithiel Town Council, Edgcumbe House, Fore Street, Lostwithiel, PL22 0BL,  
or clerk@lostwithieltowncouncil.gov.uk. Please mark your email or letter "Neighbourhood Plan".**

The working party will consider your views and use them to improve and develop the consultation process.

The closing date for comments is Friday 20th November 2015.

**If you would like your name or organisation to be added or deleted from the list of those to be consulted and involved then please forward your details to the Town Clerk at the same address.**

**This article is based on the "Statement of Community Consultation and Involvement" (Draft TWO) agreed by Lostwithiel Town Council as a basis for consultation. If you would like a copy of the full document email or write to The Town Clerk, at the address shown alongside.**

# The issues we need to include?

And, because we won't be able to do everything at once,  
the order we will consider them.

We think we should include all of the following, but you may have other ideas.

We would like to hear your opinions.

Priority

**1**

## Housing

This will include numbers, locations, affordability and needs

Priority

**2**

## Society, community, culture & recreation.

This will include public open spaces, land for outdoor recreational use and listed buildings

Priority

**3**

## Economic Development

This will include retailing, industry & commerce, agriculture & horticulture, tourism and minerals

Priority

**4**

## Transport

This will include car parking, rail and public transport.

Priority

**5**

## Heritage

Includes conservation area and history

## The Town Council Working Party

To get the preparation of the plan underway the Town Council have appointed a small working party made up of:-

The Mayor Cllr Pam Jarrett  
Cllr. Ian Gillett\*  
Cllr Chris Jewels  
Cllr. Dave Robson  
Cllr Richard Brewer  
Cllr. Gill Parsons

As work progresses we hope this will become a wider "Steering Group" with members from outside the council. If you would be interested in joining this group please send your details (*and those of any organisation you might be representing*) to the Town Clerk at the address shown overleaf.

\*Cllr. Gillett is also the Council's "Portfolio Holder" for the Neighbourhood Plan

Priority

**6**

## Environment & Renewable Energy

This will include wind turbines, solar panels, geothermal and hydro energy.

**Have we got the important issues included? Have we missed any?**

**Have we got the priorities right? Tell us what you think ~ the address is inside**