

## Neighbourhood Plan Steering Group

Meeting of 23<sup>rd</sup> January 2018

### Draft Record of Decisions and Actions

1. Apologies received from Colin Risner, Phoebe Beedell, Dickie Trant, Victoria Hatton

2. Attending: David Guiterman, John Scott, Dave Robson, Chris Jones, Colin Marshall.

Three members of the public in attendance.

3. The Minutes of the meeting of 28<sup>th</sup> November were agreed.

4. The resignation of Councillor Kieran Park was noted.

5. There were no items to report from the meetings of Lostwithiel Town Council.

6. DG reported on an engagement visit to St Winnow School, following on from a similar visit to Lostwithiel School. 26 pupils attended and discussed the various issues raised in the most recent Newsletter. Points raised included traffic problems, a desire for no further development, the problem of litter, the need for more playing equipment.

**Action:** DG and PB to write a report (one paragraph) for inclusion in the Plan. DG to continue to chase Gary Marshall-Stevens for his comments for inclusion in the report.

7. DG reported on the Pre-submission Consultation event. Approximately 80+ members of the public attended. 108 completed questionnaires have been returned from those circulated before and during the event. A written summary of issues raised had been circulated and was discussed. It was noted that the criteria for determining whether land should be included within the development boundary were well-supported. Therefore, no changes were required to the Plan. (It was, however, noted that the name of the stream in Coffee Lake Meadows should be River Coffe).

**Action:** JS to make change when the next version of the Plan is produced.

8. Those sites that had been submitted in response to the 'Call for Sites' were considered and proposers, where present, were invited to contribute to the discussions. DG reminded members of the purpose of the Call in relation to land adjoining the proposed Development Boundary and the need to demonstrate that all criteria are fulfilled. All submitted sites were considered in relation to the three criteria accepted by the Steering Group and supported by the community. DG reminded the meeting that the three criteria are:

- **Criterion 1:** to confine development to the three valleys formed by the river Fowey, the Tanhouse Stream and Coffee Lake along the A390 going East out of Lostwithiel, avoiding upland sites that are highly visible from either the town centre or the surrounding countryside and/or impact on historic assets and their setting.
- **Criterion 2:** to round-off the existing boundary of the continuous high-density housing; to ensure there is convenient access to the town centre and to avoid excessive ribbon development.
- **Criterion 3:** to maintain existing woodland areas

The Steering Group considered the location plans and photographic evidence for all sites. It was noted that some sites, if not included, could make a future claim for Rural Exception status.

(a) Woodville (cell 9). The criteria were reviewed and written comments from the landowner were considered. On a vote it was agreed not to alter the Development Boundary to include this site. (CJ reported a minor conflict of interest and did not vote). The proposed site was deemed not to satisfy criteria 1 or 2.

(b) Terras Hill (cell31). The criteria were reviewed and written comments from the landowner were considered. A representative of the landowner contributed to the discussion. On a vote it was agreed not to alter the Development Boundary to include this site. (CJ reported a minor conflict of interest and did not vote). The proposed site was deemed not to satisfy criterion 1

It was noted that further responses, including partial resubmissions, might be received before the closing date and would be considered at the next meeting.

9. It was agreed that no revisions to the Draft Plan would be made until after the next meeting, when engagement reports will be available and final decisions on the Development Boundary will have been made.

10. Nothing requires Council approval and there is nothing to upload to the website.

11. The Timetable and Work Plan were considered. It was noted that the procedures for statutory consultation would need to be clarified and the timetable revised accordingly. It was agreed that the Plan should be finalised at the next meeting and would go to Lostwithiel Town Council for final approval at the first opportunity. This would be for the Council to approve the Plan as 'its' Plan for the six weeks statutory consultation. Following consideration of consultation responses by the Steering Group towards the end of April the Plan would be submitted to Cornwall Council. The timetable after April could be anticipated but was in the hands of Cornwall Council and the designated Inspector.

**Action:** DG to clarify with Sarah Furley the consultation and submission procedure prior to revising the Work Plan. (Subsequently done and circulated).

12. Date of next meeting agreed as 27<sup>th</sup> February 2018 in The Oasis, Lostwithiel Community Centre. All agenda items for this meeting to go to DG.