

Neighbourhood Plan Steering Group

Meeting of 22nd November 2016

Record of Decisions and Actions

1. Apologies received from Richard Trant, Chris Jones and Mike Shillaber.

Attending: Ian Gillett, David Guiterman, Pam Jarrett, David Robson, Mandy Barrass, John Scott

2. The Minutes of the previous meeting were agreed.

3. There was nothing to report from Town Council.

4. The latest draft of the overall Plan was received and noted with thanks to John Scott.

5. Draft document on Housing Section received from Ian Gillett. Comments and suggestions were made and it was agreed to carry them forward for the next revision. Particularly noted was the relevant guidance for the NPPF concerning the supply of housing land, phasing of development, and pre-maturity that were relevant for avoiding over-development. The revised version is to go to Town Council in December.

It was agreed that John Scott would incorporate a shortened version of the revised Housing paper in the Draft Plan. The full version will form part of the evidence base being collected by David Guiterman.

6. Newsletter No 5 will carry a general update of all areas. Copy for all sections to go to Ian Gillett as soon as possible.

7. The Steering Group approved documentation on Heritage, Environment, and Community for mobile exhibitions.

Some doubts were raised about whether paperwork approving the Conservation area had been properly filed, as Cornwall Council reported that they had been 'lost', despite the boundaries of the conservation area appearing on the official map. This was to be clarified.

Note: subsequent research by John Scott showed that it is clear that we *do* have a conservation area. This is stated quite clearly on the Cornwall Council website:

<https://www.cornwall.gov.uk/environment-and-planning/conservation/conservation-areas/conservation-area-maps/conservation-area-maps-central/> The Historical Characterisation also describes it as a Conservation Area within the remit of Restormel Borough Council Local Plan. The definitive evidence is that this Restormel Local Plan states on page 40 that Lostwithiel was designated as one of 14 Conservation Areas in 1969: <https://www.cornwall.gov.uk/media/3635134/LP-Part-1.pdf>

It was agreed that the need for a Post Office should be emphasised in the Community Section documentation.

8. There was nothing to report on the project plan.

9. No documents were identified for upload to the NP website.

10. Date of next meeting agreed will be on Tuesday January 10th at The Platform.

Ian Gillett reported that because of pressure of work he was forced to resign from the Steering Group, having completed the Housing write-up. The Steering Group expressed their thanks to Ian for all his work since the inception of the planning process.