

## Neighbourhood Plan Steering Group

Meeting of 25<sup>th</sup> July 2017

### Record of Decisions and Actions

Attending: David Guiterman, Chris Jones, Dave Robson, Tim Hughes, John Scott, Kieran Park, Phoebe Beedell, Ann Duffin, Colin Martin.

1. Apologies: Colin Risner, Mandy Barrass, Dickie Trant,

In attendance: Sandra Harris

2. Minutes of the June meeting were accepted.

3. David Guiterman reported that LTC had refused to accept the proposed alterations to the Terms of Reference. The Town Council resolved to amend the wording on the centre pages of the Newsletter to be a copy of the Summary of Key Points in the Early Draft.

It was resolved not to amend the design of the Newsletter to the revised design tabled at the meeting although it was considered that this revision should go to the Steering group for consideration for future editions of the newsletter.

Proposed consultation events and proposal for engagement with school children were approved.

4. Phoebe Beedell reported that the facilitator had been in touch with the Schools and was hoping to begin the engagement process in September. Volunteer helpers would not necessarily be needed in the schools. The acceptability of any volunteer would be checked with the Schools.

David Guiterman is to discuss the use of social media with the Town Clerk.

#### **Action DG.**

5. There was a discussion on whether there was a need to define the area covered by the term 'commercial centre'. It was agreed that commercial activity was dispersed around the town and that Fore Street, Queen Street, and South Street were all 'mixed' in character, making a clear demarcation impossible. It was agreed that the Industrial Estate should remain as such. It was agreed that the existing wording in the draft plan is adequate but that the

Appraisal and Management Plan should take account of the need to discuss commercial activities in its designation of character zones. **Action DG and JS to discuss wording**

The latest draft of the Plan, Part Two was reviewed in detail. In addition to a number of alterations in wording to clarify matters and to add minor points, the following was agreed:

There is no need to say anything about wind turbines unless there is a desire to explicitly designate sites. The Cornwall Local Plan provides sufficient safeguards.

There is a need to confirm with Sarah Furley whether the reference to sites of 10 or more houses can be deleted to remove the size limitation. **Action: JS**

There is a need to see if the number of affordable homes can be 'rounded up'. **Action JS**

There is a need to clarify the lease restrictions that apply to Second Island. **Action DG.**

SH is to send some drafting suggestions to JS. **Action SH.**

6. There was discussion over the wording of a domestic parking policy for new developments. It was agreed that there should be a requirement to provide two designated spaces in developments in addition to whatever garages might be provided within the curtilage. David Guiterman is to draft a policy wording to send to JS. **Action DG**

7. The Summary of the NP was accepted with some changes to wording on legal conditions suggested by the Town Clerk.

8. Discussion of the Character Zones was deferred to the August meeting when Mandy Barrass will be able to attend.

9. The latest Project Plan was noted.

10. The Summary of the Plan is to be uploaded to the website, if approved by the Town Council. **Action DG and SH.**

11. Early Draft Plan Summary – to authorise the publication of the document as drafted.

12. The date and venue of the next meeting was fixed for 22<sup>nd</sup> August at The Platform Meeting Room.

13. Items for the next agenda, in addition to the regular items:  
Characterisation and Character Zones (major discussion item).