

Lostwithiel Town Council

Neighbourhood Plan Steering Group Minutes

Wednesday 07 May 2025

Lostwithiel Library 7pm

Meeting Minutes

A meeting of Lostwithiel Town Council's Neighbourhood Plan Steering Group was held in Lostwithiel Library on Wednesday 07 May 2025 at 7pm.

In the absence of both the Chair & the Vice Chair it was **resolved** to appoint Steering Group Member Martin Surgey as Chair for the meeting.

Proposer David Dunkley

Seconder Tod McClarin

5 in favour

Present

Meeting Chair Martin Surgey, Andrzej Ankowski, Shaun Bartlett, David Dunkley & Tod McClarin.

In attendance

No members of the Public were in attendance

Town Clerk Sandra Harris was in attendance

NPSG87/24 Apologies of Absence

Apologies for absence were received and accepted from Franco Szczpaniak, Peter Santo-Warner & Kez Stone.

NPSG88/24 To invite further applications for Steering Group membership & welcome any new members.

No requests received

NPSG89/24 Public participation

None

NPSG90/24 Meeting Minutes 16 April 25

It was **resolved** that the minutes of the Council Meeting held on 16 April 2025 are accepted, approved and duly signed by Meeting Chair Martin Surgey.

Proposer: Tod McClarin

Seconded: Shaun Bartlett

Vote – 5 in favour

NPSG91/24 Future document sharing

Shaun gave an overview of options to the group and it was decided to use the agenda for the next meeting as an initial trial document.

NPSG92/24 AECOM – second draft

It was agreed that group members would forward any feedback on the second draft of the AECOM document to the Town Clerk by email by 5pm on Wednesday 14 May.

NPSG93/24 NPS – Cornwall Council Let's Talk Planning for our Future

The Steering Group noted that this Cornwall Council Local Plan Planning for our Future survey went live on Friday 02 May.

The group expressed concern regarding the lack of personal data needed to complete the survey. However, the Group considered that being able to include the anonymous data obtained via this survey into the base line survey for the Neighbourhood Priorities Statement will open the NPS to a much bigger audience.

NPSG94/24 NPS – Revised introductory text

It was decided to approve the revised text subject to some grammar amendments. The Group also agreed to revise the position taken at the last meeting and change from Neighbourhood Priority Statement to Neighbourhood Priorities Statement.

NPSG95/24 NPS survey

It was agreed that group members would forward any feedback on the final draft of the NPS survey to the Town Clerk by email on a 'reply to all' basis by 5pm on Wednesday 14 May.

NPSG96/24 To agree a date and venue for the next meeting of the NP Steering Group.

It was agreed that the next meeting would be held on Wednesday 21 May 2025 at Lostwithiel Library at 7pm.

It was further agreed that two consultation events will be held on Monday 09 June in Lostwithiel Library 6-8pm & Saturday 21 June again in the Library between 10am & midday.

The meeting closed at 21.05pm

Chair

Date