

Lostwithiel Town Council

Neighbourhood Plan Steering Group Minutes

Wednesday 15 October 2025

Lostwithiel Library 7pm

Meeting Minutes

A meeting of Lostwithiel Town Council's Neighbourhood Plan Steering Group was held in Lostwithiel Library on Wednesday 15 October 2025 at 7pm.

Present

Martin Surgey (Chair), Tod McClarin (Vice Chair), Andrew Ankowski, Sally Atkins, Brian Davis, David Dunkley, Chris Pearce & Franco Szczepaniak.

In attendance

No members of the public were in attendance.

Town Clerk Sandra Harris was in attendance.

NPSG85/25 Apologies

Apologies were received and accepted from Shaun Bartlett & Peter Santo-Warner.

NPSG86/25 Public Participation

None.

NPSG87/25 To invite further applications for Steering Group membership & welcome any new members.

It was noted by the Steering Group that the Town Council has approved the membership of Brian Truscott.

Tod McClarin joined the meeting.

NPSG88/25 Meeting Minutes 30 September 2025

It was **resolved** that the minutes of the NPSG Meeting held on 30 September 2025 are accepted, approved and duly signed by the Committee Chair Martin Surgey.

Proposer: Chris Pearce

Seconded: Andrew Ankowski

Vote – 5 in favour, 2 abstentions

NPSG89/25 Cycle route update

The Steering Group was advised that the Town Council endorsed the inclusion of the proposed cycle route as a priority for the NPS at the Council meeting held the previous evening. With reference to the draft letter the Council has requested an amendment to include a sentence about the link to the National cycle way.

Sally Atkins joined the meeting.

David updated the meeting on his recent meetings with the two landowners between the National Trust and the Duchy of Cornwall. David & Andrew updated the Steering Group on a proposed amendment to the route which would be beneficial to cyclists.

NPSG90/25 NPS – Initial document draft

As Shaun had been unable to attend the meeting it was agreed to defer this agenda item to the next meeting.

NPSG91/25 NPS – Environment

It was agreed to defer this agenda item to the next meeting.

NPSG92/25 NPS – Housing

It was agreed that some parameters might be brought forward from the Neighbourhood Development Plan namely:-

- The preference for mixed housing on each site
- No building in Flood Zone 2 or 3
- Free standing separate new villages or separate clusters of new development would increase pressure on car parking
- The skyline should be protected from intrusive development
- HH5 Off-street parking requirements – In addition to any garage space that may be provided, proposals for housing development will be required to provide a minimum of one off-street parking space for units with 1-2 bedrooms and a minimum of two off street parking spaces for units with 3 or more bedrooms. Proposals for housing developments of four or more dwelling units will also be required to provide one further off-street visitor parking space per four dwelling units.

It was further decided that the next meeting would focus on identifying potential sites for development on a map using the suggested criteria. It was acknowledged that there may be a need to weight the criteria and the criteria list itself might be subject to change, if when undertaking the practical exercise, the initial criteria selected are considered inadequate.

Suggested criteria

Flooding – Exclude Flood zones 2 & 3

Drainage & Slope

Green skyline vista

Site access

Existing features e.g. PROW, Ancient trees

Existing physical infrastructure i.e. drainage

Connectivity to current Town boundary

Current environmental impact & ecological value of the location

Maintain and enhance nature corridors

The meeting closed at 21.10pm

Chair

Date