

Lostwithiel Town Council

Neighbourhood Plan Steering Group Minutes

Wednesday 10 December 2025

Lostwithiel Library 7pm

Meeting Minutes

A meeting of Lostwithiel Town Council's Neighbourhood Plan Steering Group was held in Lostwithiel Library on Wednesday 10 December 2025 at 7pm.

Present

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

In attendance

Three members of the public were in attendance.

Town Clerk Sandra Harris was in attendance.

NPSG119/25 Apologies

Apologies were received and accepted from Shaun Barlett, Chris Pearce, Peter Santo-Warner & Bryan Truscott.

NPSG120/25 Public Participation

None

NPSG121/25 To invite further applications for Steering Group membership & welcome any new members.

None.

NPSG122/25 Meeting Minutes 26 November 2025

The minutes of the meeting dated 26 November needed amendment as the Clerk had incorrectly recorded one Member of the Public in attendance when three Members of the Public attended the meeting. It was **resolved** that the minutes of the NPSG Meeting held on 26 November 2025 are accepted, approved and duly signed by the Committee Chair

Martin Surgey.

Proposer: David Dunkley

Seconded: Franco Szczepaniak

Vote – 6 in favour, 1 abstention

NPSG123/25 Housing – draft text and housing land calculation

The group suggested some amendments to the drafted text and agreed to discuss the housing land calculations at the next meeting when Peter is able to attend.

NPSG124/25 Cornwall Council _ Call for sites & Call for large sites

The group decided that the NPS needed to include a paragraph regarding large sites.

NPSG125/25 NPS – Infrastructure

The group suggested some amendments to the drafted text and discussed further content.

NPSG126/25 NPS – Heritage

It was agreed that the NPS does not need a separate Heritage section as the Heritage of the town is covered in detail in the AECOM report. Group Members agreed a couple of sentences which direct readers to AECOM report should be sufficient.

NPSG127/25 NPS – Cornwall Council Cornwall Local Plan consultation data

The data received was noted by the group.

NPSG128/25 NPS – Shaun's initial document draft

The group agreed that the final draft document will be put together manually. It was further agreed that there might be merit in then running the document through AI to standardize the writing styles and possibly condense the document to a specific number of words.

NPSG129/25 NPS – Environment

The group suggested some amendments to the drafted text and agreed that the NPS should include a paragraph regarding the AGLV.

NPSG130/25 Meeting Dates

It was agreed that the next four meeting dates would be:-

Wednesday 07 January, Wednesday 21 January, Thursday 05 February & Wednesday 18 February and that the group's anticipated deadline for completion of the NPS is the end of February.

The meeting closed at 21.00pm

Chair

Date