



Minutes of the **Neighbourhood Plan Committee**, held on **Tuesday 04 December 2018**, at the Tamar Valley Centre commencing at 1730.

Those present were-

Roger Alford, Terry Letchford, Jean Miller, Clive Frederick-Preece, John Roberts, Martin Smith, Alastair Tinto, Tish Valva, Joan Veale.

Steve Bersford Foster (Project Manager), Clare Bullimore – Deputy Clerk (Minutes).

Alastair Tinto welcomed everyone and explained that In line with GDPR and local government legislation; members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (age, race, gender, sexual orientation, marital status and any disability) Crime and Disorder; Health and Safety and Human Rights. The Chairman asked people to speak clearly and explained that all meetings may be recorded covertly or overtly.

1. APOLOGIES

Sylvia Bonsey, David Lane, David Harding.

2. DECLARATION OF MEMBERS' INTERESTS

None

3. PUBLIC PARTICIPATION

Mr Peter Bonsey was present in Sylvia Bonsey's absence.

4. APPROVE MINUTE OF LAST MEETING – 24-10-18

Alastair asked that item 9 include "[the purpose of the meeting was for Alastair to clarify] *whether a nil housing allocation could be included in the plan which Zoe confirmed it could*".

Proposal/resolution: the minutes be approved subject to the above alteration being made (proposed: Terry Letchford, seconded: Roger Alford – unanimous).

5. MATTERS ARISING

Covered by agenda items.

6. SETTLEMENT EDGE ASSESSMENT – BOUNDARIES UPDATED: SBF

Steve presented alterations he has made to the settlement boundaries in line with feedback that had been received from Natural England on other neighbourhood plans.

Proposal/Resolution: the adjustments be approved subject to minor alterations as discussed in Harrowbarrow/Calstock (proposed: John Roberts, seconded: Martin Smith – unanimous).

7. HOUSING NEED NUMBERS – LATEST FIGURES FROM CORNWALL COUNCIL

Cornwall have issued the latest Homechoice figures which state the following housing need numbers: Band A: 20, Band B: 8, Band C: 19, Band D: 3, Band E: 61.

Alastair had asked Zoe Bernard John if it is necessary to include Band E, but she clarified they should be included. These figures were noted by the Committee.



8. GREEN SPACES ASSESSMENT

Steve has drafted a Green Spaces Assessment template to provide evidence for the green space policy. The spaces were identified in the Open Space Audit and from Steve’s analysis of the Settlement Edges. It was agreed to include: Pleasure Piece, Fosters Field and St Dominic Park. The reported needs populating: Clare has started work on this but will be in contact with some of the Committee for further, local knowledge.

9. EVIDENCE BASE INDEX

Steve is updating the index for the Evidence Base which appears on the website. Clare will check the hyperlinks.

10. CLP POLICY AMENDMENTS

Steve did not feel this was applicable, no change will affect the NDP.

11. CONSULTATION PROCESS

Alastair explained that he, Steve and Clare had met to discuss initial plans for the consultation process. It was felt that a leaflet is required to highlight all policies and to present the Housing Policy. It will be imperative that both sides of the housing policy are presented fairly and there are representations for a nil housing allocation and for controlled development.

Alastair suggested that he, Clare and Steve prepare a summary document/leaflet and for information from this to be used on the exhibition panels to be approved by the Committee. Drop in sessions will be held in venues across the parish and Alastair will write to organisations to elicit invitations to speak at their meetings.

12. URGENT INFORMATION

Steve explained that Google has changed its security certificates which requires an upgrade certificate otherwise some people’s settings won’t allow them to access the website – authorised Steve to spend up to £35, otherwise delegate to Alastair to approve.

DATE OF NEXT MEETING: Tuesday 08 January 2018, **5.30pm**, Tamar Valley Centre

The meeting closed at 1850.

Signed: Date: