

**NOTES OF THE NEIGHBOURHOOD DEVELOPMENT PLAN
MEETING No.14, HELD IN THE COUNCIL CHAMBER,
ROCK METHODIST CHURCH
ON WEDNESDAY, 9th JANUARY 2013 @ 7pm**

Lowlands:	Cllr. Chris Taper (Chairman) Cllr. Gail Webb	Cllr. Brian Gisbourne	Cllr. Carol Mould
Highlands:	Cllr. Brian Lane	Cllr. Brian Owen	
In attendance	Mrs Thompson	Mr Keith Snelling	
WG Members / Information Links	Mrs Helen Rawe	Mr Alex Roads	Ms Di Millington
	Mr Rob Mably	Mr Hugh Ridgway	Mr Charlie Turner
	Mr Mike Parry	Mr Jeremy Davies	Mr David Short
	Mr Christopher Pearman	Mr C. Elwen	Mrs Priscilla Baxter
	Mr Guy Shaw Stewart		

Minute	AGENDA ITEMS	Action
NDP01/13	<u>Apologies for Absence</u> – Cllrs. Harris, Mably, Owen and Shepherd.	
NDP02/13	<u>Meeting No.13</u> – Notes of the Meetings held on 12 th December 2012 were previously circulated, via email.	
NDP03/13	<p><u>Project Manager</u> – Mr Snelling reported he had attended the workshop at the Eden Project and it is evident that nobody knows any more than we do! He felt there were lessons to be learned from St Eval. He referred to the Community Right to Buy, which might prove useful. The Clerk explained that to be eligible for listing, the community needs to demonstrate that the land/asset currently furthers the social wellbeing of the local community, or that it has done so in the recent past.</p> <p>Trebetherick Residents' Association held a 'walkabout' on 2nd January 2013 to look at land they would like to see developed and areas where they thought it would be inappropriate. Approximately 60-70 people had attended. The exercise had identified pockets of land, which have caveats attached.</p> <p>Similar walkabouts could benefit other residential areas of the parish.</p> <p>He then gave a presentation, primarily dealing with the various Working Groups (further details below). He was asked about timescales. Mr Snelling explained that it would not be possible to finalise our NDP until CC's Core Strategy is given final approval. Realistically, with all the work involved, it is likely St Minver's NDP will take 18 months or more to complete.</p> <p>It was explained that an interim report would have no 'legal' weight.</p> <p>It is envisaged that a representative from each Working Group (WG) will attend meetings of the Steering Group (SG) and give a verbal/written progress report.</p> <p>Mr Snelling explained that the views of our 'neighbours', including the Padstow Harbour Commissioners, need to be considered.</p> <p>Mr Snelling's presentation and the Terms of Reference to be put on the website.</p>	
NDP04/13	<u>Revised Terms of Reference for the Working Groups (WG)</u> – a draft copy for each WG was circulated at the meeting.	
NDP05/13	<p><u>Financial Items</u> –</p> <p>a. <i>Bank Account</i> – thanks to Cllr. Webb a 'new account' pack had been obtained. This was given to Cllr. Mould for completion. Notes the signatures are Cllrs. Mould and Webb for Lowlands; Cllrs. Lane and Owen for Highlands.</p>	

	<p>b. <i>Budget Monitor</i> – circulated to Members of the Steering Group at the Meeting. Noted a Budget to be set, in due course. All financial decisions will be the remit of the Steering Group.</p> <p>c. <i>NDP Grant Funding</i> – details circulated via email. The money is designed to support the local authority costs, not local councils.</p>	
<p>NDP06/13</p>	<p><u>Questionnaire / Working Groups</u> – the information below needs to be gathered (via WGs), to formulise the questionnaire. Therefore, the role of the WGs and 'Information Links' is vital to the process. There may be some overlap in the various WGs, e.g. business and tourism.</p> <p>The WGs will be expected to submit an interim report by 14th February 2013 and a full report by 31st March 2013.</p> <p>Mr Snelling said that it was vital that all the evidence is documented and archived – this is an essential requirement of the NDP.</p> <p>Noted Cornwall Council has indicated that only those on the Electoral Roll are eligible to vote in the referendum. There was some doubt about this assertion. Cllr. Gisbourne was asked to report to the next meeting, with a definitive answer as to who is and is not entitled to vote on the NDP Referendum.</p> <p>NOTE – some attendees took the list of NDP WG Objectives for circulation. It is hoped this will result in further volunteers coming forward.</p> <p>NOTE – Mr Guy Shaw Stewart is happy to gather any data for each WG in New Polzeath / Polzeath.</p> <ol style="list-style-type: none"> 1. <i>Housing Needs Survey WG</i> – remit: undertake an analysis of present residential property by quantity and type and the current and predicted future needs until 2033 across the St Minver Parishes. Attention needs to be given to the various Class Uses, e.g. holiday homes. Noted there are 642 properties in Highlands and 1,160 in Lowlands. Volunteers: Mrs Helen Rawe, Mr Alex Roads. 2. <i>Environmental Survey WG</i> – undertake an analysis of present protected areas including SSSIs, AONBs, Common Land, Green Space, Marine Protection, Historic/Archaeological Sites, National Trust and potential development areas with development caveats across the St Minver parishes. Recommend maintenance/expansion of existing areas or creation of new ones. Volunteers: Ms Di Millington (away most of February). 3. <i>Planning WG</i> – undertake an analysis of the style and mass of present architecture across the St Minver parishes and recommend the guidance to be incorporated in the NDP on the style and mass of future development. Volunteers: Mr Guy Shaw Stewart. Information source/link: Mr Rob Mably, Mr Hugh Ridgway. 4. <i>Businesses WG</i> – undertake an analysis of (a) Tourism and (b) Other Businesses and Business Development Areas to establish the present and proposed future provision of tourism facilities including hotels, campsites, B&Bs and associated entertainment together with the characteristics of other businesses and business development areas including type, size, employees and future opportunities across the St Minver parishes. Volunteers: Mr Jeremy Davies, Mr Mike Parry, Mr Hugh Ridgway. Information source/link: Mr Rob Mably. 5. <i>Infrastructure WG</i> – undertake a review of infrastructure including roads, transport, parking, footpaths, schools and communications to identify issues across the St Minver Parishes and relevant adjoining areas and recommend where the NDP needs to identify improvements through 2033 	<p>Cllr. Gisbourne</p>

	<p>Volunteers: Mr Alex Roads, Mr Charlie Turner. Information source/link: Mr Hugh Ridgway.</p> <p>6. <i>Leisure WG</i> – undertake a review of leisure amenities including sports fields, sports centres, swimming pools, playgrounds, community centres, cinemas, theatres, sailing, golf across the St Minver Parishes and relevant adjoining areas and recommend where the NDP needs to identify support and improvements through 2033.</p> <p>Volunteers: Mr Jeremy Davies, Mr Charlie Turner. Information source/link: Mr Hugh Ridgway.</p> <p>7. <i>Communications WG</i> – identify what information needs to be communicated with whom, when and how. Create the Communications Plan and manage the formatting and broadcasting of the information.</p> <p>Mr Snelling stressed the need to identify and understand the communication needs of our stakeholders, e.g. younger people use facebook.</p> <p>Volunteers:</p> <p>8. <i>Vision WG</i> – identify appropriate scenarios that would impact how the St Minver Parishes may look in 5, 10 and 20 years, e.g. more or less tourism, more or less industrialisation, more or less green energy, minimum or more development, similar or different access and indicate how these might be reflected in the NDP.</p> <p>Volunteers: Mr Rob Mably (light duties), Mr Mike Parry, Mr Hugh Ridgway, Cllr. Chris Taper. Information source/link:</p>	
NDP07/13	<u>Next Meeting</u> – Steering Group: 23 rd January 2013, 7pm. The appointment of a PR person, to be considered at the next meeting.	
NDP08/13	<u>Meeting Closed</u> – 8.40pm.	