

**NOTES OF THE NEIGHBOURHOOD DEVELOPMENT PLAN  
MEETING No.4, HELD IN THE COUNCIL CHAMBER,  
ROCK METHODIST CHURCH  
ON TUESDAY, 17<sup>th</sup> JULY 2012 @ 7pm**

Lowlands:	Cllr. Chris Taper (Chairman)	Cllr. Mrs Carol Mould	
Highlands:	Cllr. Brian Lane Cllr. Mike Parnell	Cllr. John Mably Cllr. Jayne Shepherd	Cllr. Brian Owen
In attendance	Mrs Thompson		

Minute	AGENDA ITEMS	Action
LDP21/2012	<u>Apologies for Absence</u> – Cllr. Webb (leave).	
LDP22/2012	<p><u>NDP Process</u> – Minute LDP11/2012 refers.</p> <p>It was <b>RESOLVED</b> to send a letter to CC, from both Parish Council, confirming:</p> <ol style="list-style-type: none"> <li>a. That both councils have discussed and agreed that they wish to undertake a NDP.</li> <li>b. That both councils understand that there is a financial implication to the councils with regard to developing the NPD. Noted Lowlands and Highlands have each budgeted £5,000 towards the project.</li> <li>c. The area encompassed by St Minver Highlands and St Minver Lowlands Parish Councils. Noted a map is required.</li> <li>d. Statement why the area was selected. St Minver is an ancient ecclesiastical parish, covered by St Minver Highlands and St Minver Lowlands Parish Councils. It is considered appropriate that the Neighbourhood Development Plan should cover the areas covered by both Parish Councils. A joint Parish Plan was produced previously and is available on our website <a href="http://www.stminvercouncils.org.uk">www.stminvercouncils.org.uk</a> .</li> <li>e. Statement that the Parish Councils are qualifying bodies.</li> </ol> <p>Ms Sims has provided a copy of an example of the type of letter required (copy circulated previously) and CC's summary for Neighbourhood Development Plans (copy circulated previously). CC advises that Members refer to the full Regulations if it is intended to prepare a plan. It was <b>RESOLVED</b> that Cllr. Mould would lead on this.</p>	<p>Check website</p> <p>Highlands &amp; Lowlands' Clerks Cllr. Mould</p>
LDP23/2012	<u>Meeting No.3</u> – notes of the meeting held on 19 <sup>th</sup> June 2012 were circulated previously.	
LDP24/2012	<p><u>Review of Maps</u> – twelve additional maps have been promised from CC, to be made available for the public consultation events. The Clerk to pursue.</p> <p>Once CC has accepted the Parish Council's submission (LDP22/2012 refers), then they will publicise it for six weeks.</p> <p>There was some doubt about the votes needed for the Plan to be adopted. It was understood that it is 51% of those casting their vote, regardless of how many people actually turn out to vote.</p> <p>Cllr. Mould explained that the Plan will be compiled from feedback from the public consultation events. However, it would be necessary to have some material available at the Events, maps, background information, etc. Profiles of each area, Polzeath, Rock, St Minver, need to be drawn up for the consultation events.</p>	Clerk

	<p>It was <b>RESOLVED</b> to place an A5 notice in <i>The North Cornwall Advertiser</i> and <i>The St Minver Link</i>, the wording as agreed at the meeting, seeking the assistance of a volunteer with project management experience, who can help take the project forward over a period of up to a year. Reasonable costs will be paid. Posters to be placed locally.</p> <p>It was <b>RESOLVED</b> to hold meetings every other Wednesday, commencing on 1<sup>st</sup> August 2012.</p> <p>Cllr. Taper in liaison with Cllr. Mould will draw up a terms of reference / basic timeframe, which will be distributed to the Working Party.</p> <p>The Parish Councils then to hold three public consultation events, spread throughout the area. The following factors/areas need to be part of the consultation process:</p> <ol style="list-style-type: none"> <li>a. <i>Possible Development Areas</i> – to identify what sort of development is wanted / needed, e.g. nursing homes, housing, industrial units, park homes?, etc.</li> <li>b. <i>Desired Green Spaces</i> – to include a review of the existing areas of special significance and possibly extending them.</li> <li>c. <i>Business / Industry Development Areas</i> – see (a) above.</li> <li>d. <i>Who Owns What / Where</i> – profiles to be built up</li> <li>e. <i>Neighbouring Parishes</i> – to seek their views, as a matter of courtesy.</li> </ol>	<p>Clerk Cllrs. Mould / Shepherd</p> <p>Cllrs. Taper / Mould</p>
LDP25/2012	<u>Questionnaire</u> – Members to consider the contents, following the public consultation events.	
LDP26/2012	<p><u>Consultation Process</u> – Members need to consider the various distribution options, at a later date, but likely options to include:</p> <ol style="list-style-type: none"> <li>1. Email with hardcopy attached;</li> <li>2. A centre page advertisement in <i>The Advertiser / The Link</i>;</li> <li>3. Hardcopies in local shops; and</li> <li>4. The Councils' website.</li> </ol> <p>It might be possible for CC to include the dates of the public consultation events, when the area covered by the plan, is publicised.</p> <p>It may be possible for Cllr. Gisbourne's community chest to be used to help finance the project. Ms Sims to be asked if this is possible.</p> <p>It was suggested that the referendum is held to coincide with the local election in May 2013. The Clerk to enquire if this is possible.</p> <p>Public consultations need to be held across the parish, in a neutral place. The Tubestation or Valley Caravan Park, Polzeath; St Minver Village Hall and somewhere in Rock would be ideal.</p>	<p>Clerk</p> <p>Clerk</p>
LDP27/2012	<u>Statistics</u> – Ms Sarah Sims has provided statistics, regarding population growth / birth rates / housing needs / etc. This will be needed for the consultation events. The Clerk to forward this to the Working Party Members.	Clerk
LDP28/2012	<u>Cornwall Council Core Strategy</u> – to be borne in mind throughout the process.	
LDP29/2012	<u>Next Meeting</u> – 1 <sup>st</sup> August 2012.	
LDP30/2012	<u>Meeting Closed</u> – 20.40.	