

**NOTES OF THE NEIGHBOURHOOD DEVELOPMENT PLAN  
MEETING No.18, HELD IN THE COUNCIL CHAMBER,  
ROCK METHODIST CHURCH  
TO BE HELD ON WEDNESDAY, 20<sup>th</sup> MARCH 2013 @ 7pm**

Lowlands:	Cllr. Carol Mould (Chairman)	Cllr. Brian Gisbourne	Cllr. Chris Taper
Highlands:	Cllr. Brian Lane	Cllr. John Mably	Cllr. Brian Owen
Working Group	Mr Charlie Turner	Mr David Short	Mrs Priscilla Baxter
Members:	Mr Mike Parry	Mr Chris Elwin	Mr Rob Mably
	Mr Guy Shaw Stewart	Mrs Diane Millington	Mrs Helen Rawe
	Mr Jeremy Davies	Mr Alex Roads	
In attendance	Mrs Thompson	Mr Keith Snelling	

Minute	AGENDA ITEMS	Action
NDP44/13	<p><u>AONB Pilot</u> – Minute NDP27/13 refers.</p> <p>Members met with Ms Tracey Edwards, CRCC, Ms Kath Statham (Landscape Officer) and Ms June Crossland (CC Planner).</p> <p>Ms Edwards explained their role.</p> <p>Ms Crossland said this is a pilot project and they only had the capacity to work with one NDP Group – they have a deadline to keep to and it is a case of matching their timeframe to an NDP at the right stage. She then gave a presentation on Neighbourhood Planning and the Landscape. Landscape is an important element of any NDP for Cornwall.</p> <p>She provided a number of handouts, including Cornwall AONB Management Plan. It could be useful when it came to creating the policies for the NDP. The Cornwall Local Plan does not contain specific policies, which is where an NDP comes into its own. Her advice was to keep the landscape at the centre of the exercise.</p> <p>Ms Statham said theirs would be a staged approach which mirrors work done earlier in Hampshire. She referred to CC's toolkit. She said the first decision is what should be covered by a Local Landscape Area Assessment (LLAA). It is essential to keep the community informed. St Minver NDP is in the process of carrying out a desk based study. A workshop, with the public invited, would be the next step in creating the 'Assessment'. Once the characteristics that make St Minver 'different' are identified then policies can be created and the draft LLAA is ready.</p> <p>The aim of the Landscape Team is to add to the toolkit information on CC's website. They feel that St Minver, with its diverse landscapes, would be an ideal parish in which to carry out their pilot project. Ms Edwards asked for information on the St Minver NDP, to date.</p> <p>There is a need to identify a competent landscape photographer. Ms Crossland said they have access to aerial photographs, subject to copyright. She said it is very difficult to increase the area covered by an AONB. Natural England would be able to give advice on this.</p> <p>Cllr. Mould thanked the trio for attending.</p>	Mr Snelling
NDP45/13	<u>Apologies for Absence</u> – Cllrs. Parnell, Shepherd and Webb.	
NDP46/13	<u>Meeting No.17</u> – notes from the meeting, previously circulated via email.	
NDP47/13	<u>Project Manager</u> – Mr Snelling had been on leave, so there was no report.	
NDP48/13	<u>Terms of Reference for the Working Groups (WG)</u> – a draft ToFR for each WG had been circulated previously. Members <b>APPROVED</b> and adopted the Terms of Reference.	

<p><b>NDP49/13</b></p>	<p><u>Working Groups</u> – written reports from the majority of the WGs, were provided (copies held by Cllr. Mould). The meeting was given a verbal report on the highlights from each report.</p> <p>It was <b>AGREED</b> to become a part of the AONB Pilot Project, as outlined NDP44/13 above.</p> <p>1. <i>Housing Needs Survey WG</i> – the WG had identified the total housing stock and split this into three groups: (1) residentially occupied dwellings; (2) affordable housing and (3) second/holiday housing.</p> <p style="text-align: center;"><b>St MINVER HIGHLANDS &amp; LOWLANDS</b></p> <table border="0" style="width: 100%;"> <tr> <td>Residentially occupied dwellings</td> <td style="text-align: right;">649</td> <td style="text-align: right;">36%</td> </tr> <tr> <td>Affordable housing</td> <td style="text-align: right;">177</td> <td style="text-align: right;">10%</td> </tr> <tr> <td>Second/Holiday homes</td> <td style="text-align: right;">968</td> <td style="text-align: right;">54%</td> </tr> <tr> <td><b>Total Houses</b></td> <td style="text-align: right;"><b>1794</b></td> <td style="text-align: right;"><b>100.00%</b></td> </tr> </table> <p>Plots with live planning for residential = 26 Plots with live planning for affordable = 2</p> <p>The WG had also carried out extensive work on potential, future housing need. It is understood that over the next 17 years Cornwall Council are going to insist St Minver accommodate 80 new houses. Work had also been undertaken on existing and future development boundaries.</p> <p>WG Members: Cllr. Carol Mould (Leader), Mrs Priscilla Baxter, Mrs Helen Rawe and Mr Alex Roads.</p> <p>2. <i>Environmental Survey WG</i> – the WG had undertaken an analysis of all the existing 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.</p> <p>The WG’s report made a number of recommendations, to be carried forward to the public questionnaire, including (1) regular beach cleaning, financed through Parish Council’s precept; (2) extension of cycle routes (but not on the coastal footpath) and (3) measures to protect the look and feel of our environment all forms of creating energy should be subject to strict guidelines whilst embracing the need for energy saving initiatives.</p> <p>WG Members: Cllr. Carol Mould (Leader), Mr Chris Elwen, Mr Mike Hewitt and Ms Di Millington.</p> <p>3. <i>Planning WG</i> – <b>written report to follow.</b></p> <p>WG Members: Cllr. Gail Webb (Leader), Cllr. Carol Mould, Mr Christopher Pearman and Mr Guy Shaw Stewart.</p> <p>Information source/link: Mr Rob Mably, Mr Hugh Ridgway.</p> <p>4. <i>Businesses WG</i> – a comprehensive list of existing 180 businesses had been compiled, which showed:</p> <table border="0" style="width: 100%;"> <tr> <td>38</td> <td>Retail shops</td> <td>27</td> <td>Trades (builders, gardeners, etc)</td> </tr> <tr> <td>11</td> <td>Hotels &amp; B&amp;Bs</td> <td>19</td> <td>Restaurants &amp; Cafés</td> </tr> <tr> <td>6</td> <td>Pubs</td> <td>2</td> <td>Clubs</td> </tr> <tr> <td>16</td> <td>Property letting</td> <td>4</td> <td>Estate agents</td> </tr> <tr> <td>13</td> <td>Marine Leisure</td> <td>16</td> <td>Caravan and campsites</td> </tr> <tr> <td>19</td> <td>Farms</td> <td>6</td> <td>Pubs</td> </tr> </table> <p>The report concludes with an analysis of the types of businesses and their impact on the St Minver area.</p> <p>WG Members: Mr Hugh Ridgway (Leader), Mr Jeremy Davies, Mr Henry Herzberg, Mr Mike Parry and Mr Rob Mably.</p> <p>5. <i>Infrastructure WG</i> – Mr Turner gave a verbal update. The WG had looked at all the highways in the parish from main roads to single track lanes.</p>	Residentially occupied dwellings	649	36%	Affordable housing	177	10%	Second/Holiday homes	968	54%	<b>Total Houses</b>	<b>1794</b>	<b>100.00%</b>	38	Retail shops	27	Trades (builders, gardeners, etc)	11	Hotels & B&Bs	19	Restaurants & Cafés	6	Pubs	2	Clubs	16	Property letting	4	Estate agents	13	Marine Leisure	16	Caravan and campsites	19	Farms	6	Pubs	<p>Mr Snelling / Clerk</p>
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	<p>Need for footpaths / cycle routes to make it safe to get around the parish. More dog mess bins. Better signs, including warning signs for the school. Parking issues and solutions had been discussed, e.g. no parking on Rock Road during the summer, replaced with a park and ride facility. Appropriate parking for all new developments, a minimum of 3 per property. The long term future of Trewornan Bridge is of concern. Plans should be in place for an alternative / replacement</p> <p>WG Members: Cllr. Brian Lane &amp; Cllr. Brian Owen (Joint Leaders), Mr Alex Roads and Mr Charlie Turner.</p> <p>Information source/link: Mr Hugh Ridgway.</p> <p>6. <i>Leisure WG</i> – a review had been undertaken of existing 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.</p> <p>Potential additional activities, many of which could be incorporated into the proposed Trewint Community complex, had also been identified.</p> <p>WG Members: Cllr. Brian Lane &amp; Cllr. Brian Owen (Joint Leaders), Mr Jeremy Davies and Mr Charlie Turner.</p> <p>7. <i>Communications WG</i> – there was no Communications Report. The situation is that there is still no Leader for this Group nor a designated PR person. Mr Snelling undertook to do some work on fleshing out the draft Communications Plan.</p> <p>WG Members: Mr David Short and Mr Keith Snelling are the only Members, more are needed.</p> <p>8. <i>Vision WG</i> – the WG felt that although the NDP was for 20 years, the Vision should be for 30 years. This WG is different to the others, in that their extended work would include information coming back from the questionnaires and form a basis for writing the NDP. More people will need to be co-opted on the Vision WG at this point.</p> <p>A series of topics had been identified for discussion, namely:</p> <ul style="list-style-type: none"> <li>• Education</li> <li>• Housing</li> <li>• Agriculture</li> <li>• Tourism</li> <li>• Business</li> <li>• Green Energy</li> </ul> <p>WG Members: Cllr. Chris Taper (Leader), Mr Henry Herzberg, Mr Rob Mably, Cllr. Carol Mould, Mr David Short and Mr Mike Parry.</p>	
<b>NDP50/13</b>	<p><u>Questionnaires</u> – it was felt that additional public consultation events, prior to the questionnaire being put together, were needed. This would help in both the compilation of the questionnaires and in the public's perception of what is required of them. Such an event could be held from midday Friday to 8pm and on all day on the Saturday at the Rock Institute. Cllr. Mould to book the Institute or the Perceval Institute for the 17<sup>th</sup> and 18<sup>th</sup> May. Ideally the AONB Project Team should be present together with representatives from the WGs and Steering Group.</p>	Cllr. Mould
<b>NDP51/13</b>	<p><u>Public Relations Person</u> – Minute NDP25/2013 refers. This would be an advisory position. The ideal candidate would be enthusiastic and knowledgeable in the subject. Two individuals were suggested. Mr Roads will provide their contact details to Cllr. Mould.</p>	Mr Roads
<b>NDP52/13</b>	<p><u>St Minver NDP Project Schedule</u> – Members considered and <b>AGREED</b> the amendments, as outlined in the document emailed separately. Cllr. Mould reported there is to be a Network Meeting, where neighbouring parishes will give a progress report on their NDP.</p>	

<b>NDP53/13</b>	<u>Financial Items</u> – a. <i>Income &amp; Expenditure Report</i> – a copy was circulated at the Meeting. b. <i>NDP Grant</i> – a grant of up to £7,000 is available is to be launched on 15 <sup>th</sup> April. For further consideration.	
<b>NDP54/13</b>	<u>Future Agenda Items</u> – a. <i>Evidence File</i> – Cllr. Snelling offered to co-ordinate this. The WGs to provide him with copies of their paperwork. The Clerk to provide the comments, etc. collected at previous consultation events.	WG's Clerk
<b>NDP55/13</b>	<u>Next Meeting</u> – TBC.	
<b>NDP56/13</b>	<u>Meeting Closed</u> – 9pm.	