

Minutes of The Saltash Neighbourhood Plan Steering Group Meeting No 48 held on Monday 14th September 2015 at Saltash Guildhall.

Attending:- Cllr. David Yates (In the chair) (Town : Saltash West) (DY)
 Cllr. Bob Austin (Town & County : Saltash West & CIC) (BA)
 Mike Finch (Saltash Environmental Action) (MF)
 Leslie Rust (Latchbrook Residents Association) (LRt)
 Gail Swift (Pillmere Community Association) (GS)
 Caroline Righton (Aston Getty (Broadmoor Farm)) (CR)
 William Holman (N&M Pill Landowners Consortium) (WH)
 Steve Besford-Foster (Consultant) (SB-F)

Apologies :-

Cllr. Jean Dent (Town : Saltash West) (JD)
 Cllr. Derek Holley (Town & County : Saltash East) (DH)
 Denise Watkins (Waterfront Residents Association) (DW)
 Jane Hamlyn (Pillmere Resident & Architect) (JH)
 David Bennett (Resident) (DB)
 Mike Hocking (N&M Pill Neighbourhood Association) (MH)
 John Percil (Latchbrook Residents Association) (JP)

The meeting was not recorded.

Minute No.	Item	Action
356.	Declarations of Interest. A Declaration of Interest was recorded by William Holman with regard to his pecuniary interest in a development project at North & Middle Pill.	
357.	Questions from the Public None	
358.	Minutes from Meeting 46 held Monday 3rd August 2015. The minutes were approved.	WH
359	Matters Arising and Updates from Meeting 47. <div style="margin-left: 40px;"> a) Minute 350 a) Phase 2 of the A38 Cornwall Gateway Proposed Junction Improvement Exhibition. DY advised that no response had been received to the letter had been sent to WSP/Parsons Brinckerhoff the Highway consultants acting for Highways England (formerly the Highways Agency.). He also emphasised the growing concerns of local motorists to the recent, lining and signing on the roundabout. DH had advised of a meeting he had convened with Highways England and the Cornwall Council Community Network Manager on 23rd September to discuss present traffic issues at Carkeel Roundabout. </div> <div style="margin-left: 40px;"> b) Minute 354 b) Pedestrian Access to Carkeel. DY referred to the recent Planning Application (Ref. PA15/06830) </div>	DH

	<p>submitted in relation to vehicular access to the Hotel site at Carkeel. The site had also been the subject of a previous Pre-App submission in respect of some 40 Affordable houses.</p> <p>CR was unaware of any discussions between the Broadmoor Farm team and the Applicant of the Eales Farm site on highway access and pedestrian footpath matters. This was a concern to the Steering Group and a matter included in the Chairman's letter to WSP/Parsons Brinckerhoff referred to under Minute 359 a) above.</p> <p>WH suggested a link across the site from Alansway to the proposed access point to provide a second means of access/egress from the Tamar View Industrial Estate to help alleviate congestion.</p> <p>MF expressed concern over growing "Retail Creep" on the Estate and the adverse impact this would have on the Town Centre. If employment land and property was displaced where would the new employment go ?</p> <p>LR enquired whether the Town Centre would be too small to survive and DY was concerned about where the future heart of the Town would lie.</p> <p>SB-F indicated the Questionnaire responses received to date suggested that an examination of the Local Highway Network in the Town was likely to be an issue for a "Infrastructure Theme Team/Topic Group." He envisaged such Tam/Group would emerge from the Neighbourhood Plan Workshop session planned for next month. (See minute 362 b) below). It would be important to identify areas that needed protecting to enable access to future development.</p> <p>A Theme Team/Topic group to focus on the Retail Economy of the Town might also emerge and may require expert advice and input. The effect of the Tamar Bridge in terms of its impact on accessibility was also likely to be a material factor.</p>	
360.	<p>Project Manager's Financial Budget Report</p> <p>Deferred.</p>	SBF
361.	<p>Community Engagement and Involvement Strategy</p> <p>a) Resident Questionnaire</p> <p>i) DY had delivered to the West Ward and Notter Bridge areas.</p> <p>ii) Some 1378 completed questionnaires had been received to date. The closing date for returns was confirmed as the 24th September 2015.</p> <p>iii) The promotion of the questionnaire process had now ceased, other than for a standing exhibition in the Library which would be removed after the 24th September. Engagement figures were now as follows :-</p> <ul style="list-style-type: none"> • 80 (tbc ?) at the "Launch Exhibition," the Guildhall; • 67 visitors at the Library mini exhibition (while manned); • 125 visitors at the Regatta Exhibition; • 24 visitors at the Wesley Coffee mornings; • 25 visitors at the Saltash.net 50th Anniversary; • 25 visitors at the Latchbrook Neighbourhood Association AGM; 	

- 9 visitors to the Business Drop-in Session at the Guildhall;
- 6 visitors to the Ashtorre mini-exhibition;
- 20 visitors to the Saltash Sustainability Show at the CFCC;
- 35 visitors at the St Nicholas post service coffee (19th July);
- 10 visitors at Saltash Twinners (19th July).
- 17 visitors at #lovesaltash event (8th August).
- 80 visitors at Waitrose.
- 50 visitors at Saltash Leisure Centre.

DW had circulated questionnaires to the various Care Homes in the Town for residents to complete.

SB-F advised that two further volunteers had been recruited.

SB-F reported the Age Distribution of respondents against the 2011 Census figures for the Town as being.

Age Group	2011 Census	Quest'aire Response
17-24	10.5%	1.3%
25-40	22.3%	14.6%
41-64	44.2%	43.8%
65-75	14.2%	28.4%
+76	9.3%	11.6%

These figures reaffirmed an over-emphasis of responses from the over 65-75 age group an under-emphasis of responses from the under 40's.

DY advised that further contact had been made with the primary schools in the Town schools to encourage greater youth and parental interest aimed at generating a more balanced response across the age groups.

SB-F indicated that he foresaw Land and Property Management issues arising, which whilst not necessarily within the purview of the Neighbourhood Plan, would be of interest and importance to the Town Council and Cornwall Council. Details would be passed to them.

In discussion, the need to define the precise extent of areas subject to future issues and options assessment was agreed e.g. What are the boundaries of the Waterside Area.

b) Youth Questionnaire (Years 7 to 11)

See above

c) Data Entry.

Continues to progress well. No present issues to consider.

d) Business and Retailer Questionnaires

Distribution completed and 32 responses (15 Retail; 17 Business) now received out of 320 or so such enterprises in the Town. This was very disappointing. DY to speak with the Press at the Town Council meeting on the following day.

e) Programme of Future Public Engagement Opportunities.

Events now concluded for this stage, however Twitter was continuing to

DY

	<p>be used to promote the process. There were currently 49 “followers.” It was agreed that all that could be done had been done to generate responses by the 24th September 2015.</p>	
362.	<p>Planning the Next Step</p> <p>a)Feedback It was agreed that once responses had been analysed that a “This is what you have told us and this is what we are doing.” report should be prepared and publicised for townsfolk and businesses.</p> <p>b) Data Analysis SB-F to circulate a second “Snap-shot” report on responses for the next meeting. DW would be establishing categories for the free text responses which Surveymonkey could then count and analyse.</p> <p>c) Neighbourhood Plan Workshop No.1 SBF circulated and ran through a discussion document. The following was agreed.</p> <ol style="list-style-type: none"> 1. Outline Analysis reports to be available from the 1st week of October; 2. “Recruit “Theme Team/Topic group” members and establish “Terms of Reference and Brief.” WH/DW to research past work on this; 3. Arrange facilitated “Workshop No.1” for a half day at the end of October. SBF to circulate suitable dates/times. Venue to be advised. 4. List of invitees approved subject to including the 145 organisations in the Town; 5. SBF to advise DO of requirements to enable him to make the requisite arrangements for facilitators, graphics etc. 6. DO to attend the Steering Group meeting on 12th October to run through his proposals. 	<p>SBF</p> <p>SBF DW</p> <p>WH/DW SBF SBF SBF/DO DO</p>
363.	<p>Any Other Business</p> <p>a)Dept. Communities and Local Government Coastal Community Fund : Saltash Waterside</p> <p>DW had circulated a note of the meeting on 10th September of Waterside based organisations and businesses held to consider the submission of proposals under this Government Initiative. DW represented the Steering Group. Two schemes were being worked up for submission.</p> <ol style="list-style-type: none"> 1. Three “marina” berths on Saltash Pier; and 2. Works to the pontoon. <p>SBF advised that the Neighbourhood Plan would need to include a policy back-drop for the schemes and any future proposals.</p> <p>b) Saltash Town Framework : Transport Strategy 2030. BA tabled a map of the Town detailing proposed transport measures for the Town prepared by Cornwall Council. These included:-</p> <ul style="list-style-type: none"> • Junction Improvements at Stoketon Cross; • Capacity Improvements at Burraton Cross, A38/B3271 Liskeard Road at Latchbrook; 	<p>DW</p>

	<ul style="list-style-type: none"> Proposed cycle/pedestrian crossings; Key bus-stop upgrades; Proposed new or enhanced cycle/pedestrian links across the Town; <p>BA advised that future meetings with Cornwall Council were planned for what he understood would be a £1M investment package for the Town. Highway and Infrastructure issues and options would almost certainly feature in the SNP.</p> <p>DY advised that CR should contact Cornwall Council to ensure compatibility in relation to the Broadmoor Farm element of the Strategy.</p>	<p>BA</p> <p>CR</p>
364.	<p>Date of Next Meetings.</p> <p>Monday 28th September 2015 at 6.00pm in the Guildhall, Saltash.</p> <p>Monday 12th October 2015 at 6.00pm in the Guildhall, Saltash.</p> <p>Monday 26th October 2015 at 6.00pm in the Guildhall, Saltash.</p>	<p>ALL</p>

The meeting ended at 19.49 pm.

Circulation List

(Names in ***Bold Italics*** denote an elected member of the Steering Group.)

<i>Cllr. David Yates</i>	<i>Saltash West (STC)</i>	Matthew Tunley	Commercial Estates Gp (Broadmoor Fm)
<i>Cllr. Jean Dent</i>	<i>Saltash West (STC)</i>	Catherine Thomson	CC Community Network
<i>Cllr Bob Austin</i>	<i>Saltash West (CC & STC)</i>	Peter Ryland	Chamber of Commerce; CIC; STIG
<i>Cllr Derek Holley</i>	<i>Saltash East (CC & STC)</i>	Andy Rance	Cornwall County Youth Work
<i>Cllr Lee Russell</i>	<i>Saltash North (STC)</i>	Colin Breed	Resident
<i>Mike Finch</i>	<i>Saltash Environmental Action</i>	Simon Cronk	Resident and Chartered Surveyor
<i>Mike Hocking</i>	<i>N&M Pill Neighbourhood Assoc'n</i>	Ray Lane	Town Clerk
<i>Leslie Rust</i>	<i>Latchbrook Neighbourhood Assoc'n</i>	Zoe Bernard-John	CC Senior Development Officer
<i>John Percil</i>	<i>Latchbrook Neighbourhood Assoc'n</i>	Richard Hall	Resident
<i>Denise Watkins</i>	<i>Waterfront Residents Assoc@n</i>	Vanessa Luckwell	CC Community Regeneration Officer
<i>Gail Swift</i>	<i>Pillmere Community Association</i>	Caroline Righton	Aston Getty (Broadmoor Farm)
<i>William Holman</i>	<i>N&M Pill Landowner Consortium</i>	Tunde Awe	Resident
<i>Jane Hamlyn</i>	<i>Architect & Pillmere Resident</i>	Geoff Mawson	Resident
<i>David Bennett</i>	<i>Resident</i>	Michael Griffin	MA Griffin Associates (Hole Farm)
Steve Besford-Foster	Consultant	Andrew Williams	Resident (Middle Pill)
David Orr	Consultant	Simon Walker	(Landrake and St. Erney N. Assocn.)
Ken Martin	Governor Saltash.net	Sue Newell	(Landrake and St. Erney N. Assocn.)

All Minutes of Steering Group meetings together with extensive information on the preparation of The Saltash Neighbourhood Plan can be found at plan4saltash.co.uk