

**Minutes of The Saltash Neighbourhood Plan Steering Group Meeting No 61
held on Thursday 23rd July 2016 at Saltash Guildhall.**

Attending:- Cllr. David Yates (In the chair) (Town : Saltash West) (DY)
Denise Watkins (Waterfront Residents Association) (DW)
Robert Taylor (Persimmon Homes)
Steve Besford-Foster (Consultant)
William Holman (N&M Pill Landowners Consortium) (WH)

Apologies:- Cllr. Bob Austin (Town & County : Saltash West & CIC) (BA)
Cllr. Derek Holley (Town & County : Saltash East) (DH)
Mike Finch (Saltash Environmental Action) (MF)

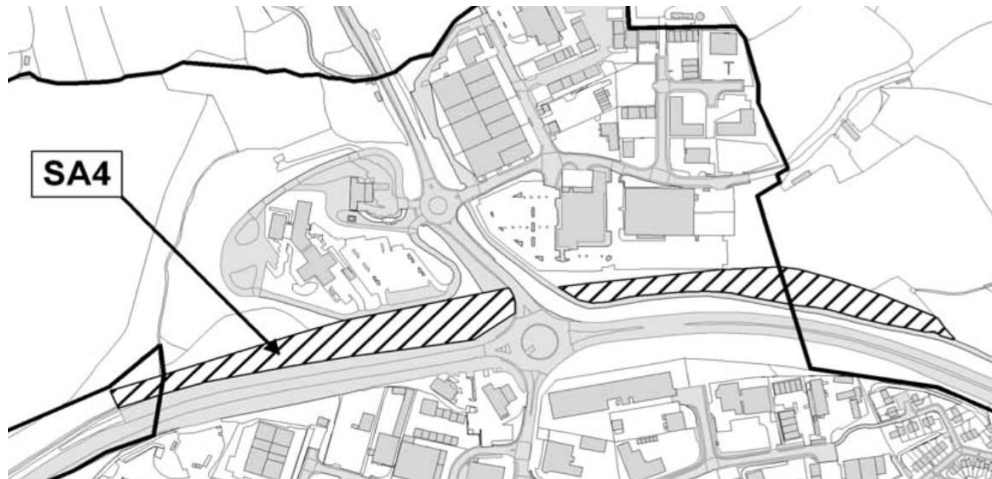
The meeting was not recorded.

Minute No.	Item	Action
426.	<p>Declarations of Interest. A Declaration of Interest was recorded by Robert Taylor of Persimmon Homes with regard to his pecuniary interest in a development project at Latchbrook and William Holman with regard to his pecuniary interest in a development project at North & Middle Pill.</p>	
427.	<p>Minutes of Meeting 60 held 23rd June 2016.</p> <p>Approved</p>	WH
428.	<p>Matters Arising from the Minutes of Meeting 60.</p> <p>a) Minute 422 Theme Team C – Housing. WH to send Housing Questionnaire to DY who will ask assistance from STC Councillors to conduct the interviews.</p> <p>DY drew attention to the Broadmoor Farm application (PA14/02447) being considered by the Town Council on 16th August 2016 which related to The Transport assessment Revised Highway Intervention milestones/triggers. The application also included details of Highways England draft conditions and e-mails.</p> <p>The implications for SNP being considered by the Moving About Team needed to be assessed. Para 5.6. of the above document include important traffic numbers.</p> <p>b) Minute 442 Theme Team D – Invest, Work and Learn. There is the need to maintain a watching brief on the work of the Cornwall Led Cornwall Group to determine and make provision for any land-use implications within the SNP.</p> <p>c) Minute 442 Theme Team B – Making Community. The need to ensure that discussions and liaison take place between the Coastal Communities Bid Team and Theme team in relation to their proposals. A similar issue arose with proposals for the Railway Station. These projects should be included in the SNP along with any enabling works and phases.</p>	<p>WH/DY</p> <p>BA/MF</p> <p>DW</p>

	These items to be included on the Agenda for the next Steering Group meeting. Cllrs. Joe Ellison and Richard Bickford to be invited.	WH
429.	<p>A Guide to Sustainability Appraisal Assessment for Neighbourhood Plans.</p> <p>S-BF had prepared the Guide following discussions with Cornwall Planners who had advised a checklist approach to assessing the sustainability impact of neighbourhood objectives and supporting policies.</p> <p>SB-F had included examples relating to the 19 sustainability factors in his latest revision. This will be sent to DY, DW and WH.</p> <p>SB-F advised that a full colour-coded assessment based upon the scoring sheet rankings needed to be prepared by each Theme Team.</p> <p>The Assessments undertaken by DW were accepted as the ideal approach as was the covering reports required for the planned workshop on the 27th September 2016. DW to circulate her IWL and Housing documentation to DY, BA, MF, and WH.</p> <p>DY ran through elements of his skeleton SNP. This should be sent to SB-F for him to comment upon.</p>	<p>SB-F</p> <p>DY/DW/WH /BA/MF</p> <p>DW</p> <p>DY/SB-F</p>
430.	<p>Theme Team Progress Reports</p> <p>The work of each Theme Team was examined and discussed in turn to :-</p> <ol style="list-style-type: none"> 1. Provide an update. 2. Make Amendments to each Draft Policy Grid; 3. Highlight Omissions that require further work; 4. Identify Cross-cutting issues that may require special consideration; and 5. Allocate responsibilities as necessary. <p>Theme Team A – Moving About. (Cllr. B Austin)</p> <p>a) DY provided a briefing on the interesting visit and discussions with Ben Hamilton-Baillie. The visit had included inspections of Carkeel roundabout, Burraton Cross, Callington Road, The Town Centre and The Waterfront.</p> <p>BH-B was producing a summary of findings and suggestions for the Steering Group. His initial thoughts was that the Town Centre needs to be a place where people would want to come and sit. There was a lot of wasted and mis-used spaces.</p> <p>b) The Team were considering the redesign of Carkeel Roundabout to a full interchange. Recent congestion issues highlights the problem.</p> <p>It was agreed that BA should talk to the Cornwall Council Highways team and request them to consider the long-term land-take for such a scheme for inclusion in the DPD Transport Strategy documentation. Such land-take would also be referred to in the SNP.</p> <p>Important Footnote</p> <p>Following the meeting, SB-F has advised that Policy SA4 of the Caradon Local Plan 2007 is being retained and will be part of the new Cornwall Local Plan. It says: <i>“Land will be reserved adjoining the Carkeel A38 (T) - A388 interchange and between the interchange and the Latchbrook junction, as shown on the</i></p>	<p>BA</p> <p>BA</p>

Proposals Map, to permit the construction of a grade separated junction and the dualling of the carriageway if required to meet traffic conditions in the future.”

Herewith the retained inset map.



Theme Team B – Making Community. (Cllr. D Yates)

WH reported that work was progressing on the Sustainability Checklist.

Theme Team C – Housing (formerly Live, Play and Grow.)

RT advised that Persimmon were considering their approach to promoting their Latchbrook proposals. See also Minute above 428 a. above.

Theme Team D – Invest, Work and Learn. (Cllr. D Yates)

See Minute 428 b. above.

431.

Planning for Workshop No.2 on 27th September 2016

The following was agreed after discussion.

1. The Venue : Saltash Guildhall
2. The Purpose.
A “by invitation” event using the invitation list from the first Workshop to get attendees :-
 - i) to think about, sense-check and validate the work that has been done to date and to identify omissions and/or anomalies;
 - ii) to inform the preparation of the strategic narrative for the plan.
3. The Programme.
 - a. Opening Presentation (10 mins)
 - i) The Purpose of and arrangements for the Workshop;
 - ii) What is the Neighbourhood Plan;
 - iii) What were the findings of the Residents Questionnaire;
 - b. Theme Team presentations (20 mins)
 - i) The Vision;

DY

	<p>ii) The Strategy; iii) The Policy Reports (To be sent out for reading in advance)</p> <p>c. Breakout session for groups. (45 mins)</p> <ol style="list-style-type: none"> to check the appropriateness of the proposed Vision, Strategies and Policies fit and whether they will sit and work together to take Saltash to where it is today to what it wants to be in 2030. Flip Chart notes to be prepared; and Secure a consensus view around any issues. <p>d. Plenary session for feedback from each group with concluding discussion. (60 mins)</p> <p>The arrangements will be discussed at the next meeting of the Steering Group in conjunction with the following documents.</p> <ol style="list-style-type: none"> The reports prepared by each of the 4 Theme Teams for approval. The format produced by DW for the IWL and Housing Groups to be used. The present Map, Plan and Drawing List. The present Bibliography of Documents. The list of Invitees 	<p>WH</p> <p>DY/DW/WH /BA/MF</p> <p>WH</p> <p>DW</p> <p>SB-F</p>
432.	<p>Any Other Business.</p> <p>Consolidated Version of the Use Classes Order. SB-F to send a copy to WH</p>	<p>SB-F</p>
433.	<p>Date of Next Meetings.</p> <p>Steering Group (Oversight and Management) – Tuesday 23rd August 2016 at The Guildhall commencing 6.00pm.</p>	<p>ALL</p>

The meeting ended at 20.25 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)
<i>Ian Taylor</i>	<i>Resident (Lower Port View)</i>	Andrew Williams	Resident (Middle Pill)
<i>Cllr. Richard Bickford</i>	<i>Saltash East (STC)</i>	Simon Walker	(Landrake and St. Erney N. Assocn.)
<i>Cllr. Matthew Coot</i>	<i>Saltash South (STC)</i>	Sue Newell	(Landrake and St. Erney N. Assocn.)
David Orr	Consultant	Ken Martin	Governor Saltash.net
Steve Besford-Foster	Consultant	William Cotton	Chamber of Commerce
Robert Taylor	Persimmon Homes	Rev. Tom Osborne	Methodist Church
Alex Sharpe	Trustee China Fleet Country Club		

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