

# **Minutes of The Saltash Neighbourhood Plan Steering Group Meeting No 63 held on Thursday 22nd September 2016 at Saltash Guildhall.**

**Attending:-** Cllr. David Yates (In the chair) (Town : Saltash West) (DY)  
 Cllr. Bob Austin (Town & County : Saltash West & CIC) (BA)  
 Cllr. Derek Holley (Town & County : Saltash East) (DH)  
 Ian Taylor (Port View Estate) (IT)  
 David Bennett ( Resident) (DB)  
 Alex Sharpe (China Fleet Country Club) (AS)  
 Steve Besford-Foster (Consultant)  
 William Holman (N&M Pill Landowners Consortium) (WH)

**Apologies:-** Cllr. Richard Bickford (Town : Saltash East) (RB)  
 Mike Finch (Saltash Environmental Action) (MF)  
 Mike Hocking (North & Middle Pill Neighbourhood Association) (MH)

**The meeting was not recorded.**

Minute No.	Item	Action
442.	<b>Declaration of Interest.</b> A Declaration of Interest was recorded by William Holman with regard to his pecuniary interest in a development project at North & Middle Pill.	
443.	<b>Minutes of Meeting 62 held 23rd August 2016.</b>  Consideration deferred until next meeting.	<b>WH</b>
444.	<b>Planning for Workshop No.2 on 27<sup>th</sup> September 2016</b>  Final arrangements were discussed.  <b>1. The Invitation List.</b> Only 5 attendees confirmed to date, but agreed to plan for 20 plus Steering Group members. DY to remind Town Councillors. Tables to be set up on both floors.  <b>2. Documentation.</b> Invest, Work and Learn, General Development Policies and Making Community papers tabled. Moving About and Housing papers nearing completion and to be sent to DY and SB-F by Monday 26 <sup>th</sup> September. All documents to be marked “ <b>Discussion Document</b> ” and sent out in advance to those with e-mails on the invitation list. DY to arrange document and plan printing with the Town Clerk.  <b>3. Maps, Plans and Drawings</b> Draft list reviewed and to be sent to SB-F for co-ordination. IT to send Waterfront and Alexandra Square schematics to SB-F. SB-F to distribute Draft Waterfront and Railway Station policies to the Steering Group. BA to send Humber Bridge Lift/Skywalk You Tube link to SB-F.  <b>4. The Programme.</b>	<b>DY DY</b>  <b>DY/BA SB-F</b>  <b>DY/RL</b>  <b>WH/SB-F IT/SB-F SB-F</b>  <b>BA</b>

	<p>a. WH to provide Programme Sheet for distribution to S.Gp members.</p> <p>b. WH to prepare Attendance/Contact List for the event</p> <p>c. Refreshments on arrival – SB-F to arrange.</p> <p>d. Opening Powerpoint Presentation (10 mins) SB-F to provide combined power-point presentation covering :-</p> <p>i) The Purpose of and arrangements for the Workshop including Process, Purpose, Format;</p> <ul style="list-style-type: none"> <li>• Is the Vision right ?</li> <li>• Are the Objectives appropriate ?</li> <li>• Is there anything we have missed or which needs to be brought forward ?</li> </ul> <p>ii) What is the Neighbourhood Plan ?;</p> <p>iii) What is the position with the Cornwall Local Plan ?</p> <p>iv) What were the findings in the Residents Questionnaire and how they have been addressed ?</p> <p>e. Theme Teams powerpoint presentation (20 mins)</p> <p>i) The Vision;</p> <p>ii) The Strategy;</p> <p>iii) The Policy Reports (To be sent out to invitees for reading prior to the Workshop.)</p> <p>f. Breakout session for Groups. (45 mins) Each table needs someone to lead, someone to take notes and someone to feedback. Members of the Steering group to cover these roles. Need to agree who does what on the night.</p> <p>Each table will look at all Team Team proposals for the Plan. Matters to address :-</p> <p>i. To check the appropriateness of the proposed Vision, Strategies and Policies and whether they will sit and work together to take Saltash from where it is today, to what it wants to be in 2030. Flip Chart notes to be prepared; and</p> <p>ii. Secure a consensus view around any issues.</p> <p>g. Plenary session for feedback from each group with concluding discussion. (60 mins)</p> <p><b>5. Materials and Equipment</b></p> <ul style="list-style-type: none"> <li>• Multiple Flip charts;</li> <li>• Marker pens;</li> <li>• Multi-media projector and screen.</li> <li>• Pop-up flags</li> </ul> <p>Other matters to consider:-</p> <ol style="list-style-type: none"> <li>1. Are there any questions we are likely to be asked?</li> <li>2. Position projects and schemes as options/illustrations to stimulate debate.</li> </ol>	<p><b>WH/SB-F</b></p> <p><b>WH</b></p> <p><b>SB-F</b></p> <p><b>SB-F</b></p> <p><b>DY on i</b></p> <p><b>SB-F on ii, iii &amp; iv.</b></p> <p><b>DY/BA</b></p> <p><b>ALL</b></p> <p><b>ALL</b></p> <p><b>DY/SB-F</b></p> <p><b>DY</b></p>
440.	<p><b>Any Other Business.</b></p> <p><b>1. Cross-cutting Issues from the Theme Team Reports.</b></p>	

	AS enquired how cross-cutting issues, such as “Affordable Housing” would be identified and treated. SB-F advised that this was part of the workshop process and would need to be picked up and rationalised through a process of “Deconflictation” where necessary by the Steering Group. Hopefully the workshop would give community views to guide this assessment before moving on to the Policy writing stage. DY advised that the key word search facility meant that much checking could be done utilising a computer programme.	
441.	<b>Date of Next Meetings.</b>  Workshop 2 : Tuesday 27 <sup>th</sup> September 2016 at The Guildhall commencing 5.30pm with refreshments.	<b>ALL</b>

The meeting ended at 18.48 pm.

## Circulation List

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

<b><i>Cllr. David Yates</i></b>	<b><i>Saltash West (STC)</i></b>	Matthew Tunley	Commercial Estates Gp (Broadmoor Fm)
<b><i>Cllr. Jean Dent</i></b>	<b><i>Saltash West (STC)</i></b>	Catherine Thomson	CC Community Network
<b><i>Cllr Bob Austin</i></b>	<b><i>Saltash West (CC &amp; STC)</i></b>	Peter Ryland	Chamber of Commerce; CIC; STIG
<b><i>Cllr Derek Holley</i></b>	<b><i>Saltash East (CC &amp; STC)</i></b>	Andy Rance	Cornwall County Youth Work
<b><i>Cllr Lee Russell</i></b>	<b><i>Saltash North (STC)</i></b>	Colin Breed	Resident
<b><i>Mike Finch</i></b>	<b><i>Saltash Environmental Action</i></b>	Simon Cronk	Resident and Chartered Surveyor
<b><i>Mike Hocking</i></b>	<b><i>N&amp;M Pill Neighbourhood Assoc'n</i></b>	Ray Lane	Town Clerk
<b><i>Leslie Rust</i></b>	<b><i>Latchbrook Neighbourhood Assoc'n</i></b>	Zoe Bernard-John	CC Senior Development Officer
<b><i>John Percil</i></b>	<b><i>Latchbrook Neighbourhood Assoc'n</i></b>	Richard Hall	Resident
<b><i>Denise Watkins</i></b>	<b><i>Waterfront Residents Assoc@n</i></b>	Vanessa Luckwell	CC Community Regeneration Officer
<b><i>Gail Swift</i></b>	<b><i>Pillmere Community Association</i></b>	Caroline Righton	Aston Getty (Broadmoor Farm)
<b><i>William Holman</i></b>	<b><i>N&amp;M Pill Landowner Consortium</i></b>	Tunde Awe	Resident
<b><i>Jane Hamlyn</i></b>	<b><i>Architect &amp; Pillmere Resident</i></b>	Geoff Mawson	Resident
<b><i>David Bennett</i></b>	<b><i>Resident</i></b>	Michael Griffin	MA Griffin Associates (Hole Farm)
<b><i>Ian Taylor</i></b>	<b><i>Resident (Lower Port View)</i></b>	Andrew Williams	Resident (Middle Pill)
<b><i>Cllr. Richard Bickford</i></b>	<b><i>Saltash East (STC)</i></b>	Simon Walker	(Landrake and St. Erney N. Assocn.)
<b><i>Cllr. Matthew Coot</i></b>	<b><i>Saltash South (STC)</i></b>	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](http://plan4saltash.co.uk)**