

Minutes of The Saltash Neighbourhood Plan Steering Group Meeting No 67 held on Tuesday 17th November 2016 at Saltash Guildhall.

Attending:- Cllr. David Yates (In the chair) (Town : Saltash West) (DY)
 Cllr. Derek Holley (Town & County : Saltash East) (DH)
 Cllr. Bob Austin (Town & County : Saltash West) (BA)
 John Percil (Latchbrook Neighbourhood Association) (JP)
 Mike Hocking (North & Middle Pill Neighbourhood Association) (MH)
 David Bennett (SWRA and Essa Cycling) (DB)
 William Holman (N&M Pill Landowners Consortium) (WH)
 Steve Besford-Foster (PlanSupport) (SBF)
 Ian Taylor (Port View Estate) (IT)

Apologies:- Mike Finch (Saltash Environmental Action) (MF)

The meeting was not recorded.

Minute No.	Item	Action
461.	Declaration of Interest. A Declaration of Interest were recorded by William Holman with regard to his pecuniary interest in a development project at North & Middle Pill.	
462.	Preparing for Policy Writing. A. Policy Writing. SBF delivered a tutorial power-point presentation on the topic to explain the nature, requirements and do's and don'ts of policy writing – the next step in the SNP process. The following matters arose in discussion. <ol style="list-style-type: none"> 1. The Planning Inspector will check the wording carefully. Phrasing needs to be technical but also understandable by the general public. 2. What lessons should be learnt from the St. Ives High Court case? Be careful not to do include matters that are “ultra vires” (beyond powers). Provide justification for policies with clear and concise evidence in a well written manner with measurable criteria to enable progress against plan to be tracked. 3. Projects aligned to the delivery of the plan (e.g. The Railway Station) should be included with clear criteria and guidelines. SBF had prepared a draft on the Railway Station and Waterfront by way of example. 4. Benefits that will accrue to the Parish resulting from policies and projects need to be spelt out. 5. Show how policies serve the principal objectives. 6. Identify priorities for investment spend. N.B 25% of Community Infrastructure Levy monies derived form local planning approvals can be retained in the parish probably through the Town Council and/or Community Interest Company (CIC). 7. What defines “Character?” Design and Access Statements are important here. 8. Consider land transfer into a Community Property Trust (CPT) for Affordable Housing and not merely cash on larger developments. 	

	<p>9. Use photographs, graphics etc to add interest to the Plan. Consider employing graphic designers to produce the document.</p> <p>10. SBF recommended the following reading ‘Writing Planning Policies’ by Tony Burton, published by Locality• ‘How to write planning policies –putting the pieces together’ from Planning Aid England ‘Neighbourhood Planning –Writing policies’ Cornwall Council.</p> <p>11. The 5-year land supply for housing is an issue for the SNP. It needs to show how dwellings will be completed on the ground by 2030. This should tie in with the Cornwall Local Plan Housing Implementation Strategy October 2016.</p> <p>12. Slippage in the Broadmoor Farm development might necessitate more land being brought forward for development over the plan period.</p> <p>13. Past experience had proved that there needed to be a single “Editor in Chief” to moderate contributions from policy writing contributors.</p> <p>14. Liskeard had adopted the following approach.</p> <ul style="list-style-type: none"> • Establish Policy Writing Group to produce the Draft Plan; • Draft Plan signed off by Steering Group; • Town Council to note and comment as The Plan is produced by the Council; • Pass to Cornwall Council for comment; • Pass to graphic designer <p>15. Look at Liskeard and Maker-with-Rame Neighbourhood Plans as examples.</p> <p>B. Next Steps. The following approach was agreed.</p> <ol style="list-style-type: none"> 1. Use the draft document prepared by DY as the base framework to start the process. DY to copy to the Steering Group; 2. Review chapter and allocate drafting tasks, probably based upon the participants from the Theme Teams. 3. Consider using Employment, Housing, Town Centre and Waterfront and the Environment as the main chapter headings to frame the “12 objective statements.” 4. Ensure Policy Writing integrity. 5. Alternative proposals were invited before the next meeting. 	<p>DY</p> <p>ALL</p>
463.	<p>Any Other Business.</p> <p>1. Waterfront Proposals First stakeholders meeting to be held on Tuesday 6th December 2016, The Guildhall and 6.00pm.</p> <p>2. The Cornwall Council DPD Site Allocation Document. DY expressed concern that the Tesco Site on the south side of Carkeel roundabout as well as the Waitrose and BM sites on the north side had not been included as “employment” sites and as such might at a future date be defined as brown land and hence suitable for housing development. DY to assess and contact ZB-J at Cornwall Council if necessary.</p>	<p>WH/IT</p> <p>DY</p>

	<p>3. The Tesco Site at Carkeel Roundabout. The company had advised that they would not be proceeding with the development of the site. The Community theme Team had considered what an appropriate alternative development might include. Cornwall Council and STC needed to be advised.</p> <p>4. Affordable Housing DH expressed concern over the integrity of the Homechoice Register figures provided by the Cornwall Council Affordable Housing team. WH advised that a copy of the CC presentation was still awaited.</p>	<p>WH/DY</p> <p>WH</p>
464.	<p>Date of Next Meeting.</p> <p>Steering Group – Thursday 8th December 2016, The Guildhall at 6.00pm.</p>	ALL

The meeting ended at 20.16 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>SWRA & Essa Cycling</i>	Michael Griffin	MA Griffin Associates (Hole Farm)
<i>Ian Taylor</i>	<i>Port View Estate</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 PlanSupport	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