

**Minutes of The Saltash Neighbourhood Plan Steering Group Meeting No 116
held on Wednesday 23rd May 2018 at Saltash Guildhall.**

Attending:- Cllr. David Yates (In the chair) (Town : Saltash West) (DY)
Cllr. Jean Dent (Town : Saltash West) (JD)
John Percil (Latchbrook Neighbourhood Association) (JP)
David Bennett (SWRA and Essa Cycling) (DB)
Steve Besford-Foster (Consultant) (SB-F)
William Holman (N&M Pill Landowners Consortium) (WH)

Apologies:- Cllr. Derek Holley (County : Saltash East) (DH)
Mike Hocking (N&M Pill Neighbourhood Assoc'n) (MH)
Ian Taylor (Port View Estate) (IT)
Alex Sharpe (China Fleet Country Club) (AS)

The meeting was not recorded.

Minute No.	Item	Action
772.	<p>Declaration of Interest.</p> <p>A Declaration of Interest was recorded by William Holman with regard to his pecuniary interest in a development project at North & Middle Pill.</p>	
773.	<p>Minutes of Meeting 116.</p> <p>Approved</p>	WH
774.	<p>Matters Arising from Meeting 115.</p> <p>1. Minute 766.1. – Community Consultation Programme Arrangements. i) DY and JD advised that promotional features with the local papers were in train. ii) DY confirmed that a significant part of the reason for having the Regatta Promotion event in Livewire was to target the youth of the town."</p> <p>2. Minute 770.1 Examination of The Cornwall Site Allocations Development Plan Document (CSADPD) i) SB-F had spoken with Sarah Furley (CC Neighbourhood Plans) who had advised that the CC had responded to the Inspectors advising that there was an intention to re-examine the allocations for Penzance, Bodmin and Saltash by the end of June 2018.</p>	
775.	<p>The Saltash Neighbourhood Plan : Evidence Base. Document 1 : Saltash NDP Development Boundary Approach; Document 2 : Saltash NDP Sustainability Checklist Final Version; and Document 3 : Saltash NDP Site Appraisal Template – Villages.</p> <p>i) All three documents had been approved in principle subject to SB-F advising of any material issues requiring specific consideration.</p> <p>ii) SB-F drew attention to further work he had undertaken to Document 3 to take</p>	

	<p>account of the CC Landscape Characteristics methodology as well as Heritage Impact Assessments to take account of Historic England and Natural England requirements.</p> <p>iii) SB-F had also included reference to sewage treatment infrastructure requirements for the Town.</p> <p>iv) SB-F had spoken with the CC Neighbourhood Plan Team and advised on the importance of ensuring that the SNP Evidence Base was complete and well structured. He will check our Evidence Base and advise of gaps.</p> <p>v) The Local Listings section required completion. JD to raise the matter again with Saltash Heritage to ask them to undertake the assessments. The National Planning Policy Framework (NPPF) included an appropriate assessment template. Buildings included within the Town’s Blue Plaque Trail might be further candidates for “Local Listing.”</p>	<p>SB-F</p> <p>JD</p>
776.	<p>Preparation of the Reg. 14 : Community Consultation Programme</p> <p>The following matters were agreed for the Launch event.</p> <ol style="list-style-type: none"> 1. SB-F will continue to up-date the web-site in advance of the Consultation Launch Including putting the “Have Your Say” information more towards the top of the main web-page. 2. Arrangements for “Meet your Councillors” event to provide sign-posting of residents to the Guildhall on the day still to be confirmed. 3. Agreed to prepare two power-point displays plus printed panels being :- <ul style="list-style-type: none"> A - Power-point Display 1 (15/20 minutes max.) to provide:- <ul style="list-style-type: none"> • Process, Principles and where we are; • This is what you said, This is what we have done approach incl key resident survey results. • Vision; • The Strategic Plan. • Each Objectives with key policies and related projects; • Response arrangements. B – Powerpoint or Prezi Display on a loop to provide:- <ul style="list-style-type: none"> • This is what you said, This is what we have done approach incl key resident survey results; • Key maps and Plans; • The Strategic Plan; • The Waterfront Development options; • The Railway Station Improvement scheme; • The Green Boulevard; • Village proposals; • Broadmoor; • Green areas; • Cycle network; • Other drawings from the Consultation Draft; 	<p>SB-F</p> <p>DY</p>

	<ul style="list-style-type: none"> • Response arrangements. <p>C – Display Boards to provide:-</p> <ul style="list-style-type: none"> • Process Board, where we are and Next Steps; • This is what you said, This is what we have done approach incl key resident survey results; • Station Improvement Drawings • Waterfront Options; • Green Boulevard; • Village Proposals • Broadmoor; • Response arrangements. <p>4. DB to prepare “Prezi” mock-up for the next meeting. DY to e-mail Flood Forum presentation to DB.</p> <p>5. A7 handouts to promote the Launch based upon the “Calstock” model to be Prepared for the Regatta on 9th June and to include SNP Frnt Cover shot plus Launch, Visit, View and Respond details. Consider the use of QR codes.</p> <p>6. Set up Facebook, Twitter, Instagram and Snap-chat links.</p> <p>7. Further work on the Launch would be the principal activity for the next meeting.</p>	<p>DB/DY</p> <p>DY/SB-F</p> <p>SB-F</p> <p>WH</p>
777.	<p>Any Other Business</p> <p>1. The General Data Protection Regulation (EU 2016/679)</p> <p>i) DY circulated a briefing note/checklist and referred to the advice provided by the Town Clerk requiring compliance by both the SNP Steering Group and the Coastal Community Team : Saltash. WH to contact all people included on the respective Circulation Lists to advise of requirements and future arrangements.</p> <p>ii) All future communications relation to the circulation of Agendae, Minutes, Documents, Information and News would be sent to individuals as “Blind copies (Bcc)”</p>	<p>WH</p> <p>WH</p>
778.	<p>Date of Next Meeting.</p> <p>Steering Group – Wednesday 30th May 2018 The Guildhall at 6.00pm</p>	<p>ALL</p>

The meeting ended at 8.20 pm.

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

Circulation List (Under Review to make General Data Protection Regulation EU 2016/679 compliant.)

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

<i>Cllr. David Yates</i>	<i>Saltash West (STC)</i>	Jacky Swain	Commercial Estates Gp (Broadmoor Fm)
<i>Cllr. Jean Dent</i>	<i>Saltash West (STC)</i>	Catherine Thomson	CC Community Network
Cllr. Sheila Lennox-Boyd	Saltash North (CC)	Peter Ryland	Chamber of Commerce; CIC; STIG
Cllr. Chris Cook	Saltash North (STC)	Andy Rance	Cornwall County Youth Work
<i>Cllr Derek Holley</i>	<i>Saltash East (CC)</i>	Colin Breed	Resident
<i>Cllr. Richard Bickford</i>	<i>Saltash East (STC)</i>	Simon Cronk	Resident and Chartered Surveyor
<i>Bob Austin</i>	<i>Former CC & STC</i>	Ray Lane	Town Clerk
<i>Mike Finch</i>	<i>Saltash Environmental Action</i>	Zoe Bernard-John	CC Senior Development Officer
<i>Mike Hocking</i>	<i>N&M Pill Neighbourhood Assoc'n</i>	Richard Hall	Resident
<i>Leslie Rust</i>	<i>Latchbrook Neighbourhood Assoc'n</i>	Vanessa Luckwell	CC Community Regeneration Officer
<i>John Percil</i>	<i>Latchbrook Neighbourhood Assoc'n</i>	Caroline Righton	Aston Getty (Broadmoor Farm)
<i>Denise Watkins</i>	<i>Waterfront Residents Assoc@n</i>	Tunde Awe	Resident
<i>Gail Swift</i>	<i>Pillmere Community Association</i>	Geoff Mawson	Resident
<i>William Holman</i>	<i>N&M Pill Landowner Consortium</i>	Michael Griffin	MA Griffin Associates (Hole Farm)
<i>Jane Hamlyn</i>	<i>Architect & Pillmere Resident</i>	Andrew Williams	Resident (Middle Pill)
<i>David Bennett</i>	<i>SWRA & Essa Cycling</i>	Simon Walker	(Landrake and St. Erney N. Assocn.)
<i>Ian Taylor</i>	<i>Port View Estate</i>	Sue Newell	(Landrake and St. Erney N. Assocn.)
<i>Lee Russell</i>	<i>Pilmere</i>	Ken Martin	Governor Saltash.net
David Orr	Consultant	William Cotton	Chamber of Commerce
Steve Besford-Foster	Consultant PlanSupport	Rev. Tom Osborne	Methodist Church
Simon Wagemakers	Persimmon Homes	Alex Sharpe	China Fleet Country Club
Adrian White	Saltash TC Tree Warden		