

**Minutes of The Saltash Neighbourhood Plan Steering Group Meeting No 117  
held on Wednesday 30th May 2018 at Saltash Guildhall.**

**Attending:-** Cllr. David Yates (In the chair) (Town : Saltash West) (DY)  
 John Percil (Latchbrook Neighbourhood Association) (JP)  
 Mike Hocking (N&M Pill Neighbourhood Assoc'n) (MH)  
 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)  
 Cllr. Jean Dent (Town : Saltash West) (JD)  
 Ian Taylor (Port View Estate) (IT)  
 Adrian White (SEA and Saltash Tree Warden)

The meeting was not recorded.

<b>Minute No.</b>	<b>Item</b>	<b>Action</b>
779.	<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.	
780.	<b>Minutes of Meeting 116.</b>  Approved	<b>WH</b>
781.	<b>Matters Arising from Meeting 116.</b>  <b>1. Minute 766.1. – Community Consultation Programme Arrangements.</b> 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."  <b>2. Minute 774.2. - Examination of The Cornwall Site Allocations Development Plan Document (CSADPD)</b> i) DY advised that CC were arranging an inspection of Saltash sites on Thursday 31 <sup>st</sup> May 2018 and that he would be attending. MH asked if they would be revisiting previous appraisals. DY believed that they intended to revisit previous sites and talk with County Councillors. There might be a need to assess and address any implications for the Neighbourhood Plan.  <b>3. Minute 775.v. The Saltash Neighbourhood Plan : Evidence Base.</b> i) SB-F had prepared a report and assessment template for the “Local Listing” section of the Plan. This was with JD to pick up with Saltash Heritage on her return from holiday.  <b>4. Minute 777.1. The General Data Protection Regulation (EU 2016/679)</b> DY advised of a web-cast presentation being arranged for STC on Wednesday 6 <sup>th</sup> June 2018. WH to attend. WH had instigated Regulation requirements for both the Neighbourhood Plan and Coastal Community Team : Saltash Circulation Lists.	<b>JD</b>  <b>WH</b>

782.	<p><b>The Saltash Neighbourhood Plan : Evidence Base.</b></p> <p>SB-F reported on the work he had undertaken to the Plan4Saltash web-site and in particular the Evidence Base. The following were noted.</p> <ol style="list-style-type: none"> <li>1. The evidence base had been expanded to include full analyses of the Business and Town Centre Surveys, CSUS Heritage statements, Settlement boundaries, on what makes a good neighbourhood and Workshop details.</li> <li>2. The majority of the revised Evidence Base Template required by CC to identify “The Golden Thread” was nearing completion.</li> <li>3. Further tasks required were :- <ul style="list-style-type: none"> <li>• To undertake a Green Space Assessment including the Protected Green Spaces already identified with data sourced from Parish On-line. WH to ask AW and SEA if they would undertake this valuable piece of work. SB-F to send WH the pro forma.</li> <li>• To review the views and vistas assessment in line with the methodology used in the Bramley Neighbourhood Plan.</li> <li>• Proof reading the Consultation Draft, WH to make enquiries.</li> </ul> </li> </ol>	<p><b>WH/SB-F</b></p> <p><b>SB-F</b> <b>WH</b></p>
783.	<p><b>Preparation of the Reg. 14 : Community Consultation Programme</b></p> <p>The following matters were agreed for the Launch event.</p> <ol style="list-style-type: none"> <li>1. DY to continue preparation of the power-point display being :- (15/20 minutes max.) to provide:- <ul style="list-style-type: none"> <li>• Process, Principles and where we are;</li> <li>• This is what you said, This is what we have done approach incl key resident survey results.</li> <li>• Vision;</li> <li>• The Strategic Plan. SB-F to prepare based upon The Green Boulevard plan</li> <li>• Each Objectives with key policies and related projects;</li> <li>• Response arrangements.</li> </ul> </li> <li>2. DB to continue preparation of the Prezi Display on a loop to provide:- <ul style="list-style-type: none"> <li>• This is what you said, This is what we have done approach incl key resident survey results;</li> <li>• Key maps and Plans;</li> <li>• The Strategic Plan;</li> <li>• The Waterfront Development options. WH to provide material.</li> <li>• The Railway Station Improvement scheme. WH to source material.</li> <li>• The Green Boulevard;</li> <li>• Village proposals;</li> <li>• Broadmoor;</li> <li>• Green areas;</li> <li>• Cycle network;</li> <li>• Other drawings from the Consultation Draft;</li> <li>• Response arrangements.</li> </ul> </li> </ol> <p>C – Display Boards to provide:-</p> <ul style="list-style-type: none"> <li>• Process Board, where we are and Next Steps;</li> </ul>	<p><b>DY</b></p> <p><b>SB-F</b></p> <p><b>DB</b></p> <p><b>WH</b> <b>WH</b></p>

	<ul style="list-style-type: none"> <li>• This is what you said, This is what we have done approach incl key resident survey results;</li> <li>• Station Improvement Drawings</li> <li>• Waterfront Options;</li> <li>• Green Boulevard;</li> <li>• Village Proposals</li> <li>• Broadmoor;</li> <li>• Response arrangements.</li> </ul> <p>WH to obtain costings for A1 mounted prints with IT</p> <p>5. A7 handouts design approved. The aim is to promote the Launch at the Regatta on 9<sup>th</sup> June.</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><b>WH/IT</b></p> <p><b>DY</b></p> <p><b>SB-F</b></p> <p><b>WH</b></p>
784.	<p><b>Any Other Business</b></p> <p><b>1. Saltash Environmental Action (SEA)</b> WH had received a request for a presentation on the Saltash Neighbourhood Plan. A response to the choices he had put to them was awaited.</p>	<b>WH</b>
785.	<p><b>Date of Next Meeting.</b></p> <p><b>Steering Group – Wednesday 6<sup>th</sup> June 2018 The Guildhall at 6.00pm</b></p>	<b>ALL</b>

The meeting ended at 7.50 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](http://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.)

<b><i>Cllr. David Yates</i></b>	<b><i>Saltash West (STC)</i></b>	<b><i>Alex Sharpe</i></b>	<b><i>China Fleet Country Club</i></b>
<b><i>Cllr. Jean Dent</i></b>	<b><i>Saltash West (STC)</i></b>	<b><i>Cllr. Sam Tamlin</i></b>	<b><i>Saltash West (CC)</i></b>
<b><i>Cllr Derek Holley</i></b>	<b><i>Saltash East (CC)</i></b>	<b><i>Adrian White</i></b>	<b><i>Saltash TC Tree Warden</i></b>
<b><i>Mike Hocking</i></b>	<b><i>N&amp;M Pill Neighbourhood Assoc'n</i></b>	<b><i>Ray Lane</i></b>	<b><i>Town Clerk</i></b>
<b><i>John Percil</i></b>	<b><i>Latchbrook Neighbourhood Assoc'n</i></b>		
<b><i>Denise Watkins</i></b>	<b><i>Waterfront Residents Assoc@n</i></b>		
<b><i>William Holman</i></b>	<b><i>N&amp;M Pill Landowner Consortium</i></b>		
<b><i>Jane Hamlyn</i></b>	<b><i>Architect &amp; Pillmere Resident</i></b>		
<b><i>David Bennett</i></b>	<b><i>SWRA &amp; Essa Cycling</i></b>		
<b><i>Ian Taylor</i></b>	<b><i>Port View Estate</i></b>		
<b><i>Steve Besford-Foster</i></b>	<b><i>Consultant PlanSupport</i></b>		