

**Minutes of The Saltash Neighbourhood Plan Steering Group Meeting No 79  
held on Wednesday 17th May 2017 at Saltash Guildhall.**

**Attending:-** Cllr. David Yates (In the chair) (Town : Saltash West) (DY)  
 John Percil (Latchbrook Neighbourhood Association) (JP)  
 Ian Taylor (Port View Estate) (IT)  
 William Holman (N&M Pill Landowners Consortium) (WH)  
 Steve Besford-Foster (Consultant) (SB-F)

**Apologies:-** Cllr. Derek Holley (County : Saltash East) (DH)  
 Alex Sharpe (China Fleet Country Club) (AS)  
 David Bennett (SWRA & Essa Cycling) (DB)

The meeting was not recorded.

<b>Minute No.</b>	<b>Item</b>	<b>Action</b>
532.	<b>Declaration of Interests.</b> A Declaration of Interest was recorded by William Holman with regard to his pecuniary interest in a development project at North & Middle Pill.	
533.	<b>Minutes of Meeting 78.</b>  The Minutes were approved.	<b>WH</b>
534.	<b>Matters Arising from Minutes of Meeting 78.</b>  <b>1. Minute 529 – Policy Writing : Invest work and Learn.</b>  <b>a) Existing Policy Documents .</b> WH drew attention to the need to ensure reference to the Saltash Waterside Coastal Communities Team Economic Plan 2016.  <b>b) Saltash Transport Strategy incl. Cycle Path Development.</b> DY to establish who would be the Town link with this Cornwall Council strategy and plan following the outcome of the recent local election.  <b>c) Broadmoor Farm Development.</b> DY to establish who would be the Town link with this Cornwall Council strategy and plan following the outcome of the recent local election.	<b>DY/SB-F</b>  <b>DY</b>  <b>DY</b>
535.	<b>Policy Writing Review.</b>  1. A review of “General Planning Policies” was conducted. An annotated copy of the document accompanies these minutes.  2. The need for a “Building” character assessment for the Town and the principle of preparing a Saltash Design Guide were agreed. The Broadmoor Farm Character and Pattern documents were examined and potentially, provided a wealth of valuable information on the Town. It was noted that the Cornwall Design Guide already provided “the default position.”	<b>DY/SBF</b>  <b>WH</b>

	<p>a) SB-F to circulate the CABE (Campaign for the Built Environment) advice on Design and Access statements.</p> <p>b) IT to circulate the Cornwall Council Urban Historic Character Assessment prepared for Saltash in 2005.</p> <p>c) IT to assess the Broadmoor Farm Planning documents(PP14/02447) and:-</p> <ol style="list-style-type: none"> <li>i. Advise whether or how information contained therein could contribute to the preparation of a Saltash Design Guide; and</li> <li>ii. Identify any gaps that might need to be completed.</li> </ol> <p>3. The next meeting would continue to address Design and Access Statement requirements and the preparation of a Saltash Design Guide. This would include an examination, in design terms, of the Duchy of Cornwall Scheme in Truro and how contemporary, innovative, energy-efficient or alternative designs might be treated.</p>	<p><b>SB-F</b></p> <p><b>IT</b></p> <p><b>IT</b></p> <p><b>WH</b></p>
536.	<p><b>Any Other Business.</b></p> <p>a) <b>Sports and Leisure Policies.</b> IT enquired on behalf of the Port View Estate Trustees, the position with regard to the China Fleet Country Club. Policies had been considered as part of the Sport, Recreation and Leisure topic area under the work of the Making Community Team.</p> <p>b) <b>The Westward Housing Association Development at Fairways.</b> DY drew attention to the planned open event being held by the developers on Monday 5<sup>th</sup> June 2017.</p> <p>c) <b>The Saltash Neighbourhood Plan</b> DY would be briefing the members of the newly elected Town Council on the purpose and progress of the SNP on the 1<sup>st</sup> June 2017.</p>	<p><b>ALL</b></p> <p><b>DY</b></p>
537.	<p><b>Dates of Next Meetings.</b></p> <p>The dates were reviewed but it was agreed to run with the existing programme.</p> <p>Steering Group – Wednesday 24<sup>th</sup> May 2017, The Guildhall at 6.00pm.</p> <p>Steering Group – Wednesday 31<sup>st</sup> May 2017, The Guildhall at 6.00pm.</p> <p>Steering Group – Wednesday 7<sup>th</sup> June 2017, The Guildhall at 6.00pm.</p> <p>Steering Group – Wednesday 14<sup>th</sup> June 2017, The Guildhall at 6.00pm.</p>	<p><b>ALL</b></p>

**The meeting ended at 20.06 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 Derek Holley</i></b>	<b><i>Saltash East (CC )</i></b>	Peter Ryland	Chamber of Commerce; CIC; STIG
<b><i>Cllr. Richard Bickford</i></b>	<b><i>Saltash East (CC &amp; STC)</i></b>	Andy Rance	Cornwall County Youth Work
<b><i>Cllr. Matthew Coot</i></b>	<b><i>Saltash South (STC)</i></b>	Colin Breed	Resident
<b><i>Bob Austin</i></b>	<b><i>Former CC &amp; STC</i></b>	Simon Cronk	Resident and Chartered Surveyor
<b><i>Mike Finch</i></b>	<b><i>Saltash Environmental Action</i></b>	Ray Lane	Town Clerk
<b><i>Mike Hocking</i></b>	<b><i>N&amp;M Pill Neighbourhood Assoc'n</i></b>	Zoe Bernard-John	CC Senior Development Officer
<b><i>Leslie Rust</i></b>	<b><i>Latchbrook Neighbourhood Assoc'n</i></b>	Richard Hall	Resident
<b><i>John Percil</i></b>	<b><i>Latchbrook Neighbourhood Assoc'n</i></b>	Vanessa Luckwell	CC Community Regeneration Officer
<b><i>Denise Watkins</i></b>	<b><i>Waterfront Residents Assoc@n</i></b>	Caroline Righton	Aston Getty (Broadmoor Farm)
<b><i>Gail Swift</i></b>	<b><i>Pillmere Community Association</i></b>	Tunde Awe	Resident
<b><i>William Holman</i></b>	<b><i>N&amp;M Pill Landowner Consortium</i></b>	Geoff Mawson	Resident
<b><i>Jane Hamlyn</i></b>	<b><i>Architect &amp; Pillmere Resident</i></b>	Michael Griffin	MA Griffin Associates (Hole Farm)
<b><i>David Bennett</i></b>	<b><i>SWRA &amp; Essa Cycling</i></b>	Andrew Williams	Resident (Middle Pill)
<b><i>Ian Taylor</i></b>	<b><i>Port View Estate</i></b>	Simon Walker	(Landrake and St. Erney N. Assocn.)
<b><i>Lee Russell</i></b>	<b><i>Pillmere</i></b>	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](http://plan4saltash.co.uk)**