

**Minutes of The Saltash Neighbourhood Plan Steering Group Meeting No 109
held on Wednesday 28th March 2018 at Saltash Guildhall.**

Attending:- Cllr. David Yates (In the chair) (Town : Saltash West) (DY)
 John Percil (Latchbrook Neighbourhood Association) (JP)
 David Bennett (SWRA and Essa Cycling) (DB)
 Alex Sharpe (China Fleet Country Club Trustee) (AS)
 Simon Wagemakers (Persimmon Homes) (SW)
 Gemma Furze (Persimmon Homes) (GF)
 William Holman (N&M Pill Landowners Consortium) (WH)

Apologies:- Cllr. Jean Dent (Town : Saltash West) (DY)
 Cllr. Derek Holley (County : Saltash East) (DH)
 Mike Hocking (N&M Pill Neighbourhood Assoc'n) (MH)
 Ian Taylor (Port View Estate) (IT)
 Steve Besford-Foster (Consultant) (SB-F)
 Adrian White (STC Tree Warden) (AW)

The meeting was not recorded.

Minute No.	Item	Action
724.	<p>Declarations of Interest.</p> <p>Declarations of Interest were recorded by William Holman with regard to his pecuniary interest in a development project at North & Middle Pill and by both Simon Wagemakers and Gemma Furze of Persimmon Homes with regard to their company's pecuniary interest in a development project at Latchbrook.</p>	
725.	<p>Minutes of Meeting 108.</p> <p>MH had submitted an email concerning Minute 719.2 The Cornwall Site Allocations DPD Inquiry : The Saltash DPD. The e-mail was copied to the projector screen for consideration.</p> <p>It was agreed that a copy of the Saltash Neighbourhood Plan Consultation Draft should be sent to the Planning Inspectors at the earliest opportunity. The appropriateness of including a reference to Latchbrook as the preferred reserve site in the event of slippage to the Broadmoor housing trajectory was discussed with the decision to include or exclude being left to the discretion of the Chairman. See also Minute 726 below in connection with "reserve sites."</p> <p>It was also noted that the Inspectors had now indicated that the Reserve Inquiry Day scheduled for the 18th April 2018 would not be required. See also Matters Arising below.</p> <p>Subject to the above, the Draft Minutes were approved.</p>	<p>DY/SB-F</p> <p>WH</p>
726.	<p>Matters Arising from Meeting 108.</p> <p>1. Minute 719.2. The Cornwall Site Allocations DPD Inquiry : The Saltash DPD WH referred to the Procedural Note issued by the Planning Inspectors that day.</p>	

	<p>In addition to indicating that the “Reserve Day would not be required it was also stated that :-</p> <p><i>“The Council will be asked to provide Version 3 of the MM (Main Modifications) Schedule on a date to be agreed after the St Austell Hearing, together with the other actions and documents requested in the Procedural Note of 23 March 2018.</i></p> <p><i>In the meantime, the Inspectors will revisit all the evidence in detail in order to provide, if possible by the end of April 2018, a comprehensive review of MMs proposed to date together with their provisional findings as to any further MMs they consider it necessary for the Council to prepare and any additional work required in association with such MMs.</i></p> <p><i>Once that work is complete, a further hearing session may be arranged either before or after the MMs are published for public consultation and before the Inspectors complete their Report. This will ensure that all Representors have the opportunity to comment on any matter arising during the Examination.”</i></p> <p>SW advised that MM’s related to achieving the “soundness” of the Site Allocations DPD. Once the MM’s had been revised and consultation responses considered then the Inspectors would take the decision on whether a further hearing was necessary. This process would reveal whether the MM’s proposed would have an impact on the SNP.</p> <p>SW had attended the Liskeard Neighbourhood Plan Examination that week. It was clear that the Inspector did not like the use of the term “aspirational” nor the inclusion of designated “Reserve Sites” without the inclusion of an appropriate “assessment test” of alternatives.</p> <p>2. Minute 720. The Saltash Neighbourhood Plan Consultation Draft. In SB-F’s absence WH offered to prepare a cover report seeking STC “endorsement of the Saltash Neighbourhood Plan : Consultation Draft as a basis for consultation” by 11th April 2018.</p>	<p>WH</p>
727.	<p>Preparation of the Community Consultation Programme Consideration was given to arrangements and requirements. See Appendix A for the notes taken and tasks allocated.</p>	<p>ALL</p>
728.	<p>Any Other Business. 1. The Coastal Community Fund Round 5 : Saltash Railway Station Improvement. WH advised that the CCT : Saltash had examined the scope of the latest funding round in connection with the emerging waterfront proposals. Although the funding programme was premature for that scheme it was possibly of benefit to the Railway Station Improvement Scheme. A request had been made for the Chairman of the Saltash Neighbourhood Plan Steering Group to provide a letter endorsing support for the project and application due to it’s high priority to the community as evidenced by the 2015 residents survey. The request was approved.</p>	<p>WH</p>
729.	<p>Date of Next Meetings. Steering Group – Wednesday 4th April 2018 The Guildhall at 6.00pm.</p>	<p>ALL</p>

The meeting ended at 7.40 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

Appendix A

Saltash Neighbourhood Plan : Consultation Programme

The following paper was prepared at SNP Steering Group Mtg. 109.

It was agreed that the allocated tasks need to be progressed for Mtg. 110 on the 4th April 2018. The discussion notes are included as an aide memoire.

Tasks for progress by 4th April 2018.

1. Outreach/Contact – methods and targets lists postal to outlying areas, **JP/MH**
2. Venue bookings – incl. Diverse events planning May fair **DB**
3. Press releases/media/mentimeter - **DB**
4. Presentation –boards and power-point **SB-F/WH/DY** keep simple
5. Feedback sheets – keep simple survey monkey with ipads – **WH**

The Consultation Programme to comprise.

End of April – Main Launch at the Guildhall;

5th May – May Fair.

9th June Regatta.

Roadshows for May/June– Burraton Comm Centre **omit**, Waitrose, Leisure centre.

Livewire use Andy Rance to help engage. Forder/Trematon/Trehan at Village Hall

Standing Exhibition at the library

Roadshow dates to be determined by availability of STC trailer.

Discussion Notes

Neighbourhood associations to use their mailing lists.

Avoid bias of monopolising the elderly.

Use Facebook to engage with the youth.

Livewire youth "centre" as a source.

Presentation venues.

Need to book the STC trailer.

Launch event at Guildhall by end of April.

Presentation target the key sections use revolving power-point display.

Key policies. Need comments on policies.

Front load the display electronically.

Prepare Executive summary sheet.

Feedback sheets/survey monkey/electronic capture.

Mapped out for 4th April.

The Process.

May Fair – Sat 5th May – Fore Street – need to book space DB - Gazebo

Regatta 9/10 June – Partner with the CCT consultation in Livewire ??? WH - AR

Good size presentation material

Press articles/releases

Publicise on the STC and Plan4 Saltash websites #Love Saltash; The Observer;

Mail drops to outer areas ??? e.g. Trehan/T/F

Contact Forder Residents Association and others

WI groups

Ipads/on-line for feedback process?

Feedback Issues.

More of an opinion not detailed assessment so needs to context the purpose of the consultation. Detailed assessment will come at CC Consultation stage,

Remind people of 2015 survey findings. This is what you said. This is what we have done.

General policies. Strategy map. No need to rehearse all the policies but direct people to the document. Provide a scale of 1-5 on do you like it

Have we omitted anything

Use an A5 feedback sheet. Consider scale down/combining the SNP sections

Talk to CC N Plan team Sarah Furley CC Group leader on guidance for community consultation WH. Relevant experiences and expectations.

Need youngsters help – with the events. Outreach to schools - JP

Mentimeter application – DB

WH 290318

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
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		