

**Minutes of The Saltash Neighbourhood Plan Steering Group Meeting No 110
held on Wednesday 4th April 2018 at Saltash Guildhall.**

Attending:- Cllr. David Yates (In the chair) (Town : Saltash West) (DY)
 Cllr. Gloria Challen (Town : Saltash West) (GC)
 John Percil (Latchbrook Neighbourhood Association) (JP)
 David Bennett (SWRA and Essa Cycling) (DB)
 Mike Hocking (N&M Pill Neighbourhood Assoc'n) (MH)
 Adrian White (STC Tree Warden) (AW)
 William Holman (N&M Pill Landowners Consortium) (WH)

Apologies:- Cllr. Jean Dent (Town : Saltash West) (DY)
 Cllr. Derek Holley (County : Saltash East) (DH)
 Ian Taylor (Port View Estate) (IT)
 Steve Besford-Foster (Consultant) (SB-F)
 Alex Sharpe (China Fleet Country Club Trustee) (AS)

The meeting was not recorded.

Minute No.	Item	Action
730.	Declaration of Interest. A Declaration of Interest was recorded by William Holman with regard to his pecuniary interest in a development project at North & Middle Pill.	
731.	Minutes of Meeting 109. Approved	WH
732.	Matters Arising from Meeting 109. 1. Minute 720. The Saltash Neighbourhood Plan Consultation Draft. a) WH had drafted a cover report for the STC Full Council meeting seeking the "Endorsement of the Consultation Draft and Sustainability Checklist as the basis for public consultation." b) The Green Boulevard – JH's sketch drawings for potential improvements to the junctions at the top and bottom of Fore Street were considered and approved for inclusion in the Consultation Draft. WH to send copies of drawings to AW.	WH/DY WH/AW
733.	Preparation of the Regulation 14 : Community Consultation Programme The regulations were considered being :- The Neighbourhood Planning (General) Regulations 2012 Pre-submission consultation and publicity (Referred to as the Reg. 14 consultation) 14. Before submitting a plan proposal to the local planning authority, a qualifying body must—	

	<p>(a)publicise, in a manner that is likely to bring it to the attention of people who live, work or carry on business in the neighbourhood area—</p> <p>(i)details of the proposals for a neighbourhood development plan;</p> <p>(ii)details of where and when the proposals for a neighbourhood development plan may be inspected;</p> <p>(iii)details of how to make representations; and</p> <p>(iv)the date by which those representations must be received, being not less than 6 weeks from the date on which the draft proposal is first publicised;</p> <p>(b)consult any consultation body referred to in paragraph 1 of Schedule 1 whose interests the qualifying body considers may be affected by the proposals for a neighbourhood development plan; and</p> <p>(c)send a copy of the proposals for a neighbourhood development plan to the local planning authority.</p> <p>Consideration was given to arrangements in the context of the statutory requirements.</p> <p>The following matters were agreed for progression by 11th April 2018.</p> <ol style="list-style-type: none"> 1. DB to check availability of STC trailer and recommend dates for the consultation programme. See Appendix A to Minutes of Meeting 109. The need to book a towing vehicle and attendance programme also noted. 2. DY to continue to develop and prepare the sample presentation viewed. 3. DB to prepare a promotional leaflet for inclusion within #LoveSaltash. 4. Further consideration required on display board presentation needs. 5. DY to scope up content of 8 A4 page handout. 6. WH to scope up feedback form used to maximise electronic responses. 7. A contact list as per Reg. 14 requirements required preparation. 8. JP to update Action Plan. 9. The SNP Consultation Strategy document will require updating in due course. 	<p>DB</p> <p>DY</p> <p>DB</p> <p>DY</p> <p>WH</p> <p>JP</p>
734.	<p>The National Planning Policy Framework Consultation Draft</p> <p>The document was examined in two parts. Firstly, matters affecting Neighbourhood Plans and secondly, key sections and provisions in relation to Housing and Ensuring the Vitality of Town Centres. The following comments arose which will be referred to the Ministry of Housing, Communities and Local Government.</p> <p>1. Neighbourhood Plan Issues.</p> <p>In terms of the Plan-making Framework : <i>Para 18 states</i> “Where more detailed issues need addressing, local policies may be produced for inclusion in a local plan, or in a neighbourhood plan prepared by a neighbourhood planning group (a parish or town council, or a neighbourhood forum).”</p> <p>In terms of Strategic Planning : <i>Para 21 states</i> “Plans should make explicit which policies are ‘strategic policies’. These should be limited to those necessary to address the strategic priorities of the area (and any relevant cross-boundary issues), to provide a clear starting point for any local policies that may be needed. Those local policies may come forward either as part of a single local plan or as part of a subsequent local plan or neighbourhood plan. Strategic policies should not extend to detailed matters that are more appropriately dealt with through neighbourhood plans or other local policies.”</p>	<p>WH</p>

	<p>The Steering Group expressed the need for improved guidelines and working practices to provide clearer and better working arrangements between Local Planning Authority (LPA) (e.g. Cornwall Council) and Designated Neighbourhood Plan Areas (NPA) (e.g. Saltash) in relation to identifying and then providing appropriate policy responses to strategic and other key and material issues within a Neighbourhood Plan. This issue had been raised by DY with the Inspector at the Cornwall Site Allocations DPD Examination.</p> <p>A specific example related to Draft NPPF Section 5. Delivering a sufficient supply of homes</p> <p><i>Para 60 states “To support the Government’s objective of significantly boosting the supply of homes, it is important that a sufficient amount and variety of land can come forward where it is needed, that the needs of groups with specific housing requirements are addressed and that land with permission is developed without unnecessary delay.”</i></p> <p><i>Para 61 states “In determining the minimum number of homes needed, strategic plans should be based upon a local housing need assessment, conducted using the standard method in national planning guidance – unless there are exceptional circumstances that justify an alternative approach which also reflects current and future demographic trends and market signals. In establishing this figure, any needs that cannot be met within neighbouring areas should also be taken into account.”</i></p> <p><i>Para states 62 states “Within this context, policies should identify the size, type and tenure of homes required for different groups in the community (including, but not limited to, those who require affordable housing, families with children, older people, students, people with disabilities, service families, travellers, people who rent their homes and people wishing to commission or build their own homes).”</i></p> <p>Tracking and meeting demand required closer working practices between the LPA and NPA.</p> <p>NPPF Section 7. Ensuring the vitality of town centres.</p> <p>The Steering Group were encouraged by the fact that many of the policy issues considered by the Draft NPPF had been covered by the SNP Consultation Draft.</p>	
735.	<p>Any Other Business. 1. The Coastal Community Fund Round 5 : Saltash Railway Station Improvement. WH had drafted a letter of support for signature by the Chairman.</p>	WH/DY
736.	<p>Date of Next Meetings. Steering Group – Wednesday 11th April 2018 The Guildhall at 6.00pm.</p>	ALL

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

Circulation List

(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>Pillmere</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		