

**Minutes of The Saltash Neighbourhood Plan Steering Group Meeting No 145  
held on Wednesday 29<sup>th</sup> May 2019 at Saltash Guildhall.**

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

**Apologies:-** Cllr. Derek Holley (County : Saltash East) (DH)  
Adrian White (Saltash Environmental Action & Tree Warden) (AW)

The meeting was not recorded.

<b>Minute No.</b>	<b>Item</b>	<b>Action</b>
973.	<b>Declarations 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.	
974.	<b>Minutes of Meeting 144.</b>  Approved	<b>WH</b>
975.	<b>Matters Arising from the Minutes of Meeting 143.</b>  <b>1. Minute 972.1 : Broadmoor Farm (Tredan)</b> JD reported that she had attended the Cornwall Council Design Review Panel relating to Phase 1 and 2 proposals for this development. There were a number of attractive features including the design and landscaping treatment of the spine road and the construction of “Carkeel Green.” Cornwall officers had however requested some changes and modifications which would be looked at by the developers and considered further.  <b>2. Other matters</b> arising are addressed under the following Minutes.	
976.	<b>Review of revised SNP Consultation Draft including Support Documentation</b>  <b>1.</b> SB-F advised that the draft was now published on the plan4saltash web-site. Minor amendments would still be undertaken including adding The Town Centre Regeneration Project (FISH) as Project 8.  <b>2.</b> SB-F still awaited guidance from Cornwall Council on the treatment of <b>Policy H1– Ensuring Housing Apportionment target up to 2030.</b>  <b>3.</b> DY had found difficulty in identifying all landowners affected by <b>Trematon and Trehan Rural Housing Site proposals</b> , but had prepared a preliminary list which would be copied to SB-F and WH. SB-F would liaise with STC office staff and dispatch letter where possible. Where identities were unknown then they would be addressed to the owner/occupier. WH would append the list to the Minutes. See Appendix 2.	<b>SB-F</b>  <b>SB-F</b>  <b>SB-F</b>  <b>WH</b>

977.	<p><b>Regulation 14 Public Consultation Programme.</b></p> <ol style="list-style-type: none"> <li>1. The Programme Document was reviewed and refined after discussion and is provided below as Appendix 1 to the Minutes. All to check for required actions.</li> <li>2. SB-F tabled the on-line surveymonkey consultation response form which was approved subject to him discussing the “Personal Details” information requested with the STC GDPR officer.</li> <li>3. SB-F tabled work in progress on the A5 8-page Consultation leaflet which would be distributed to every household in the parish. The approach and format was agreed. SB-F would complete drafting the leaflet for consideration at the next meeting.</li> <li>4. WH tabled the draft Reg.14 advertisement for placement in the July editions of #LoveSaltash and the Saltash Observer. Minor amendments were agreed and WH would liaise with STC office staff over the placement of purchase orders.</li> </ol>	<p><b>ALL</b></p> <p><b>SB-F</b></p> <p><b>SB-F</b></p> <p><b>WH</b></p>
978.	<p><b>Any Other Business.</b></p> <p>None</p>	
979.	<p><b>Date of Next Meeting.</b></p> <p>Steering Group : Wednesday 5th June 2019, The Guildhall at 6.00pm.</p>	<b>ALL</b>

The meeting ended at 7.22pm.

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 (General Data Protection Regulation EU2016/679 compliant.)**  
(Names in ***Bold Italics*** denote an elected member of the Steering Group.)

<i>Cllr. David Yates</i>	<i>Saltash West (STC)</i>	Alex Sharpe	China Fleet Country Club
<i>Cllr. Jean Dent</i>	<i>Saltash West (STC)</i>	Cllr. Sam Tamlin	Saltash West (CC)
<i>Cllr Derek Holley</i>	<i>Saltash East (CC)</i>	Adrian White	Saltash TC Tree Warden
<i>Catherine Noakes</i>	<i>N&amp;M Pill Neighbourhood Assoc'n</i>	Ray Lane	Town Clerk
<i>John Percil</i>	<i>Latchbrook Neighbourhood Assoc'n</i>	Roger Fursier	Forder Comm&Consvn. Asscn.
<i>Denise Watkins</i>	<i>Waterfront Residents Assoc@n</i>	Catherine Thomson	CC Community Network Manager
<i>William Holman</i>	<i>N&amp;M Pill Landowner Consortium</i>	Jacky Swain	CEG Ltd. (Broadmoor Farm)
<i>Jane Hamlyn</i>	<i>Architect &amp; Pillmere Resident</i>	Peter Ryland	Chamber of Commerce & CIC
<i>David Bennett</i>	<i>SWRA &amp; Essa Cycling</i>	<i>Ian Taylor</i>	<i>Port View Estate</i>
Steve Besford-Foster	Consultant PlanSupport		

## APPENDIX 1

### Regulation 14 Public Consultation : Programme as updated 29<sup>th</sup> May 2019.

Date	Item	Responsibility
By Friday 10 <sup>th</sup> May	Final Proof-reading comments to WH & on to SB-F	<b>All</b>
By Friday 17 <sup>th</sup> May	SB-F to provide updated version to STC	<b>SB-F</b>
Tuesday 14 <sup>th</sup> May	STC to dispatch with Agenda papers	<b>RL</b>
Tuesday 21 <sup>st</sup> May	STC Planning and Licensing Committee	<b>DY/JD</b>
Wed. 29 <sup>th</sup> May 2019	Steering Group review of programme	<b>All</b>
By 3 <sup>rd</sup> June 2019	Print Deadline for July edition of #LoveSaltash WH to liaise with Head of Admin. Re Purchase Order.	<b>WH</b>
By 3 <sup>rd</sup> June 2019	WH to book Statutory Public Notice in Cornish Times for Friday 14 <sup>th</sup> and 21 <sup>st</sup> June. SB-F to provide the formal Notice required	<b>SB-F/WH</b>
By 5 <sup>th</sup> June 2019	Printing Requirements & Leaflet Distribution arrangements agreed. Production Schedule and text for A2 Exhibition Boards drafted and agreed.	<b>ALL</b> <b>SB-F</b>
By 5 <sup>th</sup> June 2019	Invitations to VIP Launch dispatched List of local clubs and organisations to be consulted. List of county-wide organisations to be consulted	<b>WH to draft</b> <b>DY</b> <b>SB-F</b>
By 12 <sup>th</sup> June 2019	Leaflet production and printing including A7 business cards and on-line survey monkey response form together with copies of the Consultation Draft completed.	<b>SB-F/DY</b>
By 12 <sup>th</sup> June 2019	Exhibition venues and confirmed <ul style="list-style-type: none"> <li>Consider schools and Saltash College</li> </ul>	
By 12 <sup>th</sup> June 2019	Place notices in STC Public Notice Boards DB to prepare PREZI presentation	<b>DB</b>
By 18 <sup>th</sup> June 2019	Place paper copies of Consultation Draft in the Guildhall and Library with paper response forms and post box. Post Consultation information on plan4saltash, STC etc Facebook and Twitter accounts.	<b>DY</b> <b>SB-F</b>
By 19 <sup>th</sup> June 2019	Invite consultation response from Statutory Consultees See Minute 971.3 from Mtg. 144.	
Wed. 19 <sup>th</sup> June 2019	Lunchtime (1pm): Press, VIPs, Town and County Councillors, Fore Street Traders (FISH) Exhibition and Launch, Chamber, CIC at the Guildhall followed thereafter by a public exhibition till 8pm	

	JD to book caretaker	<b>JD</b>
By 20 <sup>th</sup> June 2019 ???	Arrange leaflet distribution to all homes using Everycover Distribution.	
By 20 <sup>th</sup> June 2019	Print Deadline for July edition of Saltash Observer	<b>WH</b>
Sat. 22 <sup>nd</sup> June 2019	Saltash Regatta Exhibition – WH to contact Livewire	<b>WH</b>
W/b 2 <sup>nd</sup> July 2019 or 1 <sup>st</sup> week of August	Manned exhibition caravan at Carkeel Gateway Retail Park DY to discuss with Quora JD to book SM for towing transport once date set.	<b>DY</b> <b>JD</b>
July/Aug	SB-F to contact AS re CFCC as venue and to establish peak time to target Saltash visitors	<b>SB-F</b>
Sat 6 <sup>th</sup> July 2019	Manned exhibition at Saltash Library. DY to book Consider a Thursday ??	<b>DY</b>
Sun 14 <sup>th</sup> July 2019 ?	Forder Fete	<b>DY</b>
Wed 24 <sup>th</sup> July 2019	Manned exhibition at Saltash Guildhall. DY to book	<b>DY</b>
Sat 27 <sup>th</sup> July 2019	Manned exhibition at Saltash Library. DY to book	<b>DY</b>
Wednesday 14 <sup>th</sup> August 2019	Closing date for Consultation responses	<b>ALL</b>

## **APPENDIX 2**

### **Addresses for Reg 14 Consultations**

Statutory Organisation listing provided is:-

Natural England  
Environment Agency  
Home and Communities Agency  
Historic England  
Network Rail  
Highways Agency  
Marine Management Organisation  
Three (Mobile)  
O2 and Vodafone (Mobile)  
EE Mobile  
OFCOM  
Royal Cornwall Hospital Trust  
Peninsula Community Health  
Kernow Clinical Commissioning Group  
Healthwatch Cornwall  
National Grid  
Western Power Distribution  
EDF Energy  
Wales and West Utilities  
British Gas  
South West Water  
Adjoining Town and Parish Councils

### **Owners/Operators of the following buildings and grounds which are locally listed as being of architectural significance, local distinctiveness, character and historic importance:**

Saltash Station Building  
Saltash Town Quay  
Saltash Library Building  
St Barnabas Community Hospital  
Bishop Cornish Education Centre  
Tamar Road Bridge  
Port View Villas  
Boundary walls and gateway Walls to Kingsleigh House  
Dunheved House  
Tamar House  
War Memorials

### **Landowners of identified potential building Land**

Land opposite the Old Farm, Trematon;  
Land opposite Pandrama, Trehan;  
Land at former allotment gardens, Trehan.

### **Key Strategic Open Spaces**

Jubilee Green  
Brunel Green  
Warfelton Park  
Saltmill Park  
Longstone Park  
Tincombe  
Pillmere Drive POS  
Moorlands Lane POS

Summerfields POS  
Churchtown Farm  
Broadmoor Woods POS (Proposed)  
Broadmoor Playing Fields (Proposed)

**Local Green Spaces**

Elwell Woods  
Chapelfield  
Victoria Gdns  
Latchbrook OS  
Pillmere OS  
Allotments  
Land at Trematon and Trehan

**Green Infrastructure for Growth Sites**

Grenfell Estate,  
Longstone Park,  
Warfelton  
Saltmill

DRAFT