

ST AUSTELL BAY NEIGHBOURHOOD DEVELOPMENT PLAN

MINUTES of a MEETING of the STRATEGIC GROUP held on Monday 8th July 2019

Present: Sue Leach (SJL), Trudy Reynolds (TR), Sue Osbrink (SO), Gareth Bray (GB), Steve Morris (SM), Chris Wright (CW), Ken Jones (KJ), Steve Lowden (SL)

1 APOLOGIES

None.

2 DECLARATIONS OF INTEREST

None.

3 PUBLIC PARTICIPATION

No-one was in attendance.

4 MINUTES OF THE LAST MEETING

Agreed as a true record.

Action Point 1: SO to post the Minutes on the website.

5 MATTERS ARISING NOT ON THIS AGENDA

Affordable Housing Survey:

There was a disappointing 10% return. The survey results and raw data had already been provided by Richard Hawkey and emailed to SG members. SJL pointed out two errors in the report – one being the inclusion of ‘Carlyon Bay’ and it also states there is a ‘local supermarket’. Everyone was happy with the content apart from that. The results indicate support for a Policy against second home ownership – it was advised at the recent Neighbourhood Plan Workshop that SJL and TR attended that the best way to do this is by imposing conditions such as in the St Ives Plan and Looe & Polperro Plans.

The report will be presented to the Parish Council when the errors have been corrected and the SG is happy with it.

Action Point 2: SJL to contact Richard Hawkey and request that the above errors be corrected.

OCSI:

John Simmonds from the Elections Office had provided a list of postcodes but some of them extend outside of our parish. He has since provided a further list which includes the Wards.

It was AGREED to hold a Workshop on Wednesday 10th July at 2.15 to look at the OSCI Output Areas on the mapping tool and compare them with the postcodes and the large map of our parish. This will enable us to commission the data from OCSI.

Action Point 3: SJL, TR, GB and KJ to attend the above workshop.

Action Point 4: SJL to ask Julie if Carlyon Bay is using OCSI, in which case we may be able to compare notes.

6 LANDSCAPE VALUE ASSESSMENT (LVA)

Porthpean

It was AGREED to ask Kath Statham to map Lower Porthpean.

Action Point 5: SJL to draft the request and send it to SG members for their approval prior to sending it to Kath.

A Workshop will be held to define what we want as our settlement boundaries. It will be important for everyone to be present.

Photographs

SO had gathered all the photos and downloaded them onto a memory stick. GB had kindly volunteered to sift through them and remove duplicates etc but it was thought that the scale of the task would be best suited to a workshop. This will be held on Tuesday 16th July at 2.15

SJL reported that she had received a comprehensive email from Kath answering several questions about photos. We will provide Kath with the selected photos on a memory stick and say where they are to be placed – the number of photos in any one area should be proportionate to the rest of the document. Some photos should indicate different times of the year – and only include photos of the landscape above the high tide line. Kath would like all this information by the end of July.

Action Point 6: SJL to forward this email to SG members for their information.

The Workshop will also include finalising the draft of the ‘Importance of the Landscape’ chapter.

Action Point 7: SJL to draft this document and share it with everyone prior to the Workshop.

7 AONB

Chris Coldwell, Project Development Officer for the Cornwall AONB, is seeking support for a Heritage lottery funding bid to help make Black Head Fort more accessible and easier to find, therefore encouraging more visitors. It is not well signposted off the coastal path and a grant would enable this.

It was AGREED to write a letter of support and also provide him with comments from the LVA.

Action Point 8: SO to ask Julie if she will provide a copy of the letter she sent from the Parish Council and use it to draft a letter of support from the SG.

8 TRAFFIC SURVEY

SJL advised that she had contacted Cornwall Council to advise them of a broken traffic count cable in Charlestown Road – this was repaired but there is a concern that it will affect the stats. She also requested that the second part of the survey (the junction count) takes place the week beginning 19th August to avoid the period when resurfacing takes place on Holmbush Arch roundabout – this has been agreed.

9 SHARED STORAGE

It was AGREED to continue using the Community 1st shared storage set up by KJ as it will prove to be more useful in the future – KJ explained how it worked. SJL to post the Chapter 6 draft on there so everyone can test they can access it.

10 OBJECTIVES AND POLICIES

As advised at the recent Neighbourhood Plan Workshop, St Enoder’s Plan is recognised as the new gold standard and all SG members now have a copy to refer to. It was written by Dick Cole who is a County Councillor and we are strongly advised to follow the format. Paul Banks, who ran the workshop, also advised that maps were preferable to lengthy prose and all the wording needs to be precise rather than woolly. SJL asked everyone in the process of writing policies to modify the content in light of the advice received and using the gold standard. KJ pointed out that certain policies were written negatively, which we had previously been advised against. SJL to check with Gemma.

Strategic Environment Assessment

SJL was advised by Gemma that the draft Plan would need to be submitted for SEA screening before proceeding to pre-submission consultation – this will be when all policies have been drafted. The screening is undertaken in consultation with Natural England, Historical England and the Environment Agency and takes approximately six weeks. It was noted that being a World Heritage Site our parish is a sensitive environment and therefore more likely to require screening although there being no significant development planned makes it less likely.

Basic Conditions Statement

The Basic Conditions Statement and Consultation Statement must be submitted to Cornwall Council with the final draft of the Plan. This can be put on hold for now until the pre-submission consultation stage.

There are Toolkit Guides on the Council's website for the Strategic Environment Assessment, Basic Conditions Statement and Consultation Statement.

With regard to the Business Survey results, GB advised that he had picked out the key points and will highlight the areas in which the results will have an impact on Policies.

Housing Design Policy

Kath had previously advised that her work covered the Natural Environment and not building design. The Character Appraisal document covers Charlestown only.

Action Point 9: KJ to approach one or two architects with a view to ask them to take this on, providing it does not create a conflict of interest and SL to approach a contact and assist KJ in the Policy document.

SJL thanked SM for his Wildlife write-up.

Action Point 10: SJL to email the document to SG members.

11 PROJECT PLAN - UPDATE

The Project Plan was updated.

Action Point 11: SO to email the updated Plan to SG members.

12 FINANCE

SJL reminded SG members that the cost of one ream of paper and a set of cartridges for each member was included in the Lottery Grant.

Action Point 12: Each SG member to submit an invoice to Julie for the above items.

13 ANY OTHER BUSINESS

None.

14 DATES OF NEXT WORKSHOPS

Wednesday 10th July 2019 2.15pm – OCSI

Tuesday 16th July 2.15pm – LLCA photos/AONB etc

15 DATES OF NEXT MEETINGS

Monday 5th August 2019

Monday 2nd September 2019 – provisional

Monday 7th October 2019 - provisional