

## ST AUSTELL BAY NEIGHBOURHOOD DEVELOPMENT PLAN

### MINUTES of a MEETING of the STRATEGIC GROUP held on Monday 11<sup>th</sup> February 2019

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

#### 1 APOLOGIES

None

#### 2 DECLARATIONS OF INTEREST

None.

#### 3 PUBLIC PARTICIPATION

One member of the public was in attendance.

#### 4 MINUTES OF THE LAST MEETING

The Minutes of the meeting held on Monday 14<sup>th</sup> January 2019 were adopted as a true record.

#### 5 MATTERS ARISING NOT ON THIS AGENDA

Re Action Point 3: Cornwall Council have agreed to include two questions on Principal Residence in the Affordable Homes Survey.

**Action Point 1:** TR will formulate two questions and send to SG for their comments.

Re lottery merchandise: It was proposed and AGREED to purchase a banner up to the cost of £50.

**Action Point 2:** SO to investigate.

#### 6 LANDSCAPE VALUE ASSESSMENT (LVA)

SJL reported that Kath Statham was carrying out our LLCA in conjunction with one for Carlyon Bay Parish and the draft should be available at the end of April. The LVA was discussed – parishioners will be asked to identify the places/assets they value the most during consultation sessions by putting pins or sticky dots on maps. The maps will be provided by Kath and will include aerial ones – all of them can be photocopied if more are required. SJL reported that she was meeting Kath in the small meeting room of the hall on the following Thursday morning when Kath will take what historical items she needs. These items will be catalogued and returned in a few weeks. Any other SG members welcome.

A schedule of LVA consultation events was set as follows:

Thursday 28 <sup>th</sup> March: Pattern Hall 9:00 to 13:00 and 17:00 to 20:00	] ALL THESE EVENTS
Saturday 30 <sup>th</sup> March: The Pier House 10:00 to 12:00	] MOVED TO MAY
Tuesday 2 <sup>nd</sup> April: Pattern Hall 9:00 to 13:00	]
Thursday 4 <sup>th</sup> April: Pattern Hall 9:00 to 13:00	]
Thursday 4 <sup>th</sup> April: Porthpean Golf Club 17:00 to 19:00	]

**Action Point 3:** TR to organise the golf club session.

**Action Point 4:** SO to draw up a rota of helpers.

This schedule will be posted on the notice boards and on the website.

**Polmear Post:** SJL explained that the Polmear Post would charge us £30 per month for a box and it was not clear how many words the box would hold. After a discussion it was proposed and AGREED not to take up this offer. Other communication methods were discussed including a News Sheet which could be distributed by volunteers, notice boards and progress reports on the website.

**Action Point 5:** SJL to reply to the Polmear Post declining the offer and devise a Progress Report.

## **7 OBJECTIVES AND POLICIES**

SL advised that a series of workshops to progress the writing of the objectives/policies had been planned, one of which had already taken place. The following eight categories were agreed:

- Housing
- Employment
- Historic Environment/Heritage
- Natural Environment
- Infrastructure
- Community Facilities
- Renewable Energy

**Action Point 6:** SL and SM are getting together to progress the Housing section – this will be brought to the next workshop and then the SG meeting.

**Action Point 7:** SL to arrange a date for the next workshop in approximately three weeks' time and let SG members know.

TR Advised that there was an NDP document template on the website.

**Action Point 8:** SO to circulate this to all SG members.

## **8 PRIVACY POLICY**

Following advice from Julie Larter, SJL had produced our own Privacy Policy. This had been circulated prior to the meeting. It was proposed and AGREED to adopt this version.

## **9 BUSINESS QUESTIONNAIRE - UPDATE**

The questionnaires have been posted out – the returns will go to the One Stop Shop and Julie will collect them from there. The closing date is 10<sup>th</sup> March. An online version is available on a link from the website. Denise and others had provided some additional names which have been added to the list.

## **10 PROJECT PLAN – UPDATE**

The Project Plan was updated. It was proposed and AGREED not to publish it on the website, instead to publish an abridged version which will contain just the milestones.

**Action Point 9:** CW to compile a milestones document for publication on the website.

**Action Point 10:** SO to publish the document on the website.

## **10 FINANCE**

TR reported that the Business Questionnaires cost £110.38 to print. Postage costs will depend on the number of paper returns.

## **12 ANY OTHER BUSINESS**

### **12a Local Insight Data**

SJL reported that OCSI would provide data for a specific area (our parish) at a cost of £500 + VAT. It was proposed and AGREED that we accept this offer and seek Parish Council approval at its next meeting on Thursday.

### **12b Climate Change Conference**

Cornwall Council has recently declared a Climate Emergency, because Cornwall is already suffering climate change impacts.

TR expressed an interest in attending a Climate Change Conference on Saturday 9<sup>th</sup> March. This conference aims to increase understanding of the issue and investigate how local councils can play their part to improve this difficult situation through Neighbourhood Development Plans and Emergency Plans. Other Councillors and SG members will be invited to attend.

### **12 DATES OF NEXT MEETINGS**

Monday 11<sup>th</sup> March 2019 –

Monday 8<sup>th</sup> April 2019 – provisional

Monday 13<sup>th</sup> May 2019 - provisional