

ST JUST PENDEEN NEIGHBOURHOOD PLAN

NEIGHBOURHOOD PLAN TEAM

Minutes of meeting 3 February 2020 7pm

Library, St Just

Attending:

Jo Forsyth, Dave Munday, Adam Sharpe, Debbie Shephard, Dave Stevens, Judith Summers (Secretary), Jill Taylor, Neil Taylor, Sarah Ticken

Apologies: Kate Beckly, Steve Hall, David Osbourne-Broad

Debbie Shephard took the Chair.

1. Declaration of interests

- No interests were declared.

2. Membership

- Zoe Baxter had resigned owing to pressure of work. Cllrs Constance Moore / Grenville Prowse would attend from the Town Council.
- Kate Beckly would not be able to attend for several months because of work commitments.

3. Minutes of meeting 25 November 2019

- These were approved and signed.

4. Matters arising

- It was agreed that the group should now be known as the Neighbourhood Plan Team, to reflect the reality of how we were working.

5. Timeline

- JS presented a redrafted Timeline, on the basis that first draft could be completed by the end of March 2020, the policy-writing process having proved more complex than expected. The team agreed that the six-week public consultation period would take place if all went well in June/July, prior to the school holidays. This would enable a referendum early in 2021. Council elections were due on 6 May 2021 and if the likely referendum date approached this, the team agreed that it should take place on 6 May to maximise participation.

6. Policy-writing

- Progress review following two drafting workshops in December and January:

- Natural environment: redrafting completed
 - Historic environment: some issues to be resolved following feedback. AS was working on policies for green gaps and boundaries. The team agreed to stay with the approach (in both HE and NE) of requiring impact assessments.
 - Commercial development: there were queries on the feedback received, with some redrafting to be done.
 - Development: no progress information; JS to contact TW to find out progress, and support to be offered if need be.
 - Building design: redraft completed.
 - Climate change/Sustainability: in the light of feedback, JS was seeking a meeting with CC officers via Cllr James. David Osbourne-Broad to be asked to take over the lead on this.
 - Affordable housing: following a very helpful briefing from George Lewis of Cornwall Community Land trust, JF would lead further drafting. With Dave St and DSh. The team had previously agreed that a decision on a principal residence policy would be made when the strength of our affordable housing policy could be judged.
 - Landscape: NT had drafted a policy on Panoramas, Vistas and Views: he and AS would look at any further policies, including green gaps and settlements.
 - Dark skies: the team agreed to include a policy, JS would collate the draft policy provided by CC and evidence provided by Cllr James.
 - Green spaces: Dave St was reworking the analysis of survey question 8, which would be available shortly, but was likely to be of limited value because of the question design. The team agreed that we should cover green spaces in a policy, but also check on whether designating green spaces would be necessary and practicable.
- Objectives and Policy index paper (v2): the team decided not to alter this pro tem. They noted that the Sustainability/Renewables section might not end as a separate section and that the objectives would need some redrafting.

7. Draft contents list

- An updated list was presented.
- Cover: KB had made a firm commitment to the designer (fee £200). DSh agreed to take responsibility for dealing with this.
- 'This is our Parish': Dave St and AS agreed to work on drafting this. It should include challenges for the Parish and draw on some of the introductions drafting for groups of policies. The team agreed to think of headings / prompts for sections and share these at the next meeting.
- St Just in numbers: first draft nearly complete; JS would now include housing information, rather than its being in a separate section.
- Consulting our Community: JT had produced a first draft,
- Policy context: drafted and checked by Melissa Burrows.
- Vision, aim: TW had offered to work on drafting, JS to check progress.

- Policies, green spaces, facilities: see above.
- Community infrastructure levy: the team noted that this was not likely to produce much income. The TC would be asked for its views on priorities for spending.

8. Budget

- ST updated on current year spend. The details would be circulated.
- The team noted submission for a new grant should be made as soon as possible in April. ST would begin to seek quotations. The team would discuss the 2020/1 budget at its next meeting.

9. Dates of future meetings

- Drafting workshop tba for end February.
- 'Business meeting' 2 March 7pm, Library

AGREED ACTION

- Publish new timeline (JS)
- Circulate report of meeting with Community Land Trust (JS)
- Collate drafted policies for the next workshop meeting if possible (JS)
- Policy writing and drafting other sections (ALL as above)
- Ask TC about CIL (in next report) (JS)
- Prepare budget and seek quotations (ST)