

**St Clement Parish Council**  
**Draft Notes of Meeting of Neighbourhood Plan Steering Group held at 7.00pm**  
**on Wednesday 17<sup>th</sup> January 2018 at St Clement Parish Hall**

**Present:** Cllr. Peter Thomas, Cllr, Theresa Cowling, Cllr. Keith Littlejohns, Helen Nicholson, Chair, Linda Hitchcox Vice Chair, David Jones, Lesley Jones, Secretary

**1 Apologies**

Tamara Moluch, Kavita Winn

**2 To approve the notes of the previous meeting**

Proposed Helen Nicholson, Linda Hitchcox

**3 Matters arising**

**a Actions from previous meetings – update/discussion**

**Public meetings for the Local Landscape Character Assessment.**

Meetings were held at Tresillian Village Hall and pop-up displays were held at St Clement Coffee Morning at the parish hall and again at Laniley House courtesy of David Stone between the end of November and the start of December.

Kath Statham Landscape Architect for Cornwall Council attended at Tresillian

i. The Steering group looked through the questionnaire responses, the visual maps where the public were asked to mark “What makes the landscape of St Clement Parish important?” to them by placing various coloured sticky dots on a large parish map and posters for their comments using sticky notes.

**Action 1**

A sub-group will meet on Tuesday 2<sup>nd</sup> February 2018, 10 a.m. at Heron Close, Tresillian to analyse the results and report back at the next meeting.

**Action 2**

Thank David Stone on behalf of the Steering Group for hosting the Laniley pop-up display (Lesley Jones)

ii Helen Nicholson, Chair, asked the team to discuss the Housing Needs for the Parish and whether further involvement was necessary for completing Landscape Character Assessment (LCA) Part 2. This is the normal procedure for urban settlements but as St Clement Parish is rural with three settlements, much farmland and many isolated dwellings, the second stage could be skipped especially as the requirement for new dwellings up to the year 2030 is only for seven dwellings within the confines of the settlements (infill sites). Any applications for dwellings outside the settlements would be an exception site and would mean that 20 Affordable Homes would need to be built.

iii. At the Neighbourhood Planning Workshop held by Sarah Furley, Penwinnick House, St Austell (4<sup>th</sup> December), attended by Helen Nicholson, Lesley and David

Jones, Sarah explained that we could round off the settlement areas to allow for any new dwellings within the settlements without having to complete the second stage of the LCA.

### **Action 3**

Provide base maps of the settlements to identify rounded- off areas at the next meeting.

Notes of the meeting with Sarah were circulated to the team along with the final housing needs survey. Sarah also emailed her thoughts about identifying and ranking issues, which we could use for policy work. She also included extracts from a draft Design Guide, and Minor Village Development Boundaries supplementary Planning Guidance for North Cornwall.

### **Action 4**

David Jones to assess the Cornwall Council Design Guide in relation to design needs in the Parish.

#### **b Any other matters arising**

Helen Nicholson set the team the task of checking other adopted neighbourhood planning documents for policies that might be applicable for our parish. We commented on appropriate policies and will follow up on them.

#### **4 Grant Applications**

Helen Nicholson reported that there are no consultees for the Youth consultation at this moment.

#### **5 Correspondence**

Email Kavita Winn, resignation

Email Sarah Furley, Neighbourhood Planning Workshop

Housing Need for St Clement Parish Final Document - Nick Marsden – Principle Development Officer Affordable Housing Team, Cornwall Council

#### **6 To agree tasks for the next meeting**

see actions 1 to 4 above.

#### **7 To agree a date for the next meeting**

14<sup>th</sup> February 2018 at 7:00 p.m. in St Clement Parish Hall

Meeting ended at 8:50 p.m.

**Lesley Jones**

**Secretary Neighbourhood Plan Steering Group**