

St Clement Parish Council
Draft Notes of Meeting of Neighbourhood Plan Steering Group to be held
at 7.00pm on Wednesday, 13th June 2018 at St Clement Parish Hall

Present: Cllr Theresa Cowling, Cllr Keith Littlejohns, Helen Nicholson (Chair), Linda Hitchcox, Tamara Moluch, David Jones, Lesley Jones

- 1 Apologies:** Cllr Peter Thomas
- 2 To approve the notes of the previous meeting:** the notes of the meeting were approved by Helen Nicholson and seconded by Linda Hitchcox
- 3 Matters arising:**
 - a Actions from previous meetings – update.**
 - Tamara Moluch discussed three general policy areas: General Policies, Protection of Historic Infrastructure and Development of heritage and tourism document about Policies on Heritage and Tourism as well as a snapshot of the heritage of St Clement Parish. She listed Sites and Monuments from Cornwall Council interactive map and Listed Building records from the Historic England database for the parish.

The team discussed the need to specify in the documents - including listed building conversions, holiday camping and caravan sites and motor homes sites. IT was not felt specific policies were necessary. Tourism should have a water-based policy to encourage access to water and historic interpretation. Tamara wanted to develop and recognise some of the history of St Clement and its inhabitants. Tamara was asked to look into projects such as footpaths and heritage interpretation.
 - Keith Littlejohns demonstrated his mapping work on listed buildings, flood plains and settlement boundaries. Keith had also investigated businesses in the parish.
 - The documents on Malpas, St Clement and Tresillian have been completed and are in accordance with the settlement boundaries.

Work continuing: -

- Lesley Jones to liaise with Linda Hitchcox about producing the Landscape Character Assessment report.
- Car parking needs to be designated at Malpas and St Clement
- Public Open spaces and community facilities need to be mapped,
- Other footpaths than public rights of way need to be added to maps

3b Any other matters arising

- Phil Allen - Truro Cycling Campaign thanked us for our encouragement for the campaign and sent the steering group a copy of his report.
- Cllr. Peter Thomas sent word that he was trying to get in touch with the appropriate member of Cornwall Council to talk about quiet lanes mentioned in Phil Allen's report. He received a response from a Gary Gerrard, Corserv Ltd. who referred Peter to Simon Murray at Sustrans about Quiet Lanes.
- The Truro Loops document had been circulated to the steering group for information and will be incorporated into the Neighbourhood Plan Document to cover as a development for the future.
- Data Protection still under discussion with the Clerk of the parish.
- Sarah Furley, Cornwall Council, to be contacted about how to obtain an overview of business types in the parish from business rates.
- Lesley Jones talked to staff members of Polwhele Private School about students residing in the parish to see if they could be incorporated into youth surveys.
- Neighbourhood Planning web site needs to be up to date with agendas and consultation work.

4 Consultation work

Youth photographic competition is running until 21 June. A Youth Fun Day is being planned but additional money is needed for the event. An additional £200 was agreed: Proposed Cllr Cowling and seconded Helen Nicholson (£200.00). Helen Nicholson to contact the Clerk about the anticipated expenses.

Cllr Cowling also ensured the Steering Group that any costs incurred by them would be met by the Parish Council on receipt of bills.

5 Correspondence

Email from Cllr Thomas regarding quiet lanes received 15th June.

6 To agree tasks for the next meeting

Continue with policy and mapping work

7 To agree a date for the next meeting

Wednesday 18th July 2018 at 7:00 p.m. in St Clement Parish Hall
Meeting ended 8:45 p.m. Lesley Jones, Secretary