

**St Clement Parish Council**  
**Draft Notes of Meeting of Neighbourhood Plan Steering Group held at 7.00pm**  
**on Wednesday 12<sup>th</sup> April at St Clement Parish Hall**

**Agenda**

**Present:** Cllrs. Peter Thomas, Theresa Cowling and Keith Littlejohns; Helen Nicholson - Chair, Linda Hitchcox - Vice Chair, David and Lesley Jones

**1 Apologies**

Tamara Moluch

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

The notes of the meeting were approved by Cllr. Peter Thomas and seconded by Cllr. Theresa Cowling

**3 Matters arising**

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

**Policy Work**

The topics chart compiled by Sarah Furnley, Cornwall Council and amended by Helen Nicholson by the addition of an Actions column, was discussed and used to identify which topics would use existing policies and which new policies will need to be created by the team for the Neighbourhood Plan Policy Guidance Document.

**Vision and Objectives**, written by Helen Nicholson (**HN**) will be at the start of the plan.

**Add :** “Access to Truro for all our village needs” under objectives

**b Any other matters arising**

It was considered necessary to arrange a meeting with residents of Malpas along with an invited Planning Officer to explain and discuss housing policies, infill and exception sites and parking issues to help the steering group write appropriate policies for the Neighbourhood Plan.

**4 Hard to reach age groups**

Helen Nicholson confirmed that a meeting for young people would be held at Mary’s Pasties shop on Friday 13<sup>th</sup> April at 3:30

**5 Planning matters/any other items for information**

None

**6 Correspondence**

- Cornwall Council Neighbourhood plan e-bulletin for March 2018 received and distributed to steering group.
- Letter to be sent to St Clement Parish Council advising them of a paper, “Affordable Housing” written by Linda Hitchcox for the Neighbourhood Development Plan Group.

It refers to possibility of housing development in Malpas but mainly relates to parking issues in the village. The NDP Group aims to try and address the recommendations for housing and allocating a parking area as it is a land use planning issue but the other parking recommendations will be referred to the parish council to take forward with Cornwall Council. *See Topic section iii on page 3.*

- Contact Sarah Furley, Cornwall Council for guidance about Neighbourhood Plan Footpath rights. **Helen Nicholson (HN).**

**7 To agree tasks for the next meeting**

All team members have been designated tasks to feed into the Neighbourhood Plan Document. *See Topic Actions Page 3.*

**8 To agree a date for the next meeting**

Wednesday 16<sup>th</sup> May 2018 at 7:00 p.m. in St Clement Parish Hall.

Meeting ended at 9.05 p.m.

Lesley Jones  
Secretary

## Topics Chart Actions

**Note to team:** Use the topics chart for direction to strategic policies and also refer to electronic links to guide notes. All draft policies should refer back to the National Planning Policy Framework (**NPPF**) and the Cornwall Local Plan (**CLP**) for reference numbers (column 2 of the topics chart) where feasible. See *example below*,

## TOPICS

### i. **The Coast/Creeks Natural Environment Landscape**

Policy flows from the natural environment so important for a community use guide note draft by everyone.

#### **Action:**

- **L Jones (LJ)** - Write up the Landscape types
- **D Jones (DJ)** - Draft policy Refer to NPPF section 11; CLP policy 23

### ii. **Quality of new build**

#### **Action:**

- Draft text to refer to Cornwall Local Plan Policy – NPPF section 7 especially para 58; CLP policy 12
- Cornwall Design Guide

**NB:** Separate Quality of build policy is not necessary – use text in Cornwall Design Guide.

### iii. **Transport, Traffic, Parking**

#### **Action:**

- Review Transport Guide note for transport traffic parking **Keith Littlejohns (KL)**
- Review consultation evidence.
- Draft policy if appropriate – likely to be different in each village.

*Section 106 Agreement - contextual words necessary.*

**NB** A paper written by Linda Hitchcox “Affordable Housing” refers to possibility of housing development in Malpas but mainly relates to parking issues in the village. The NDP Group aims to try and address the

recommendation for housing and allocating parking as it is a land use planning issue but the other parking recommendations will be referred to the parish council to take forward with Cornwall Council. **Helen Nicholson (HN)**. See *St Ives NPD Policy T2*.

**iv. Location of new Housing**

- Use Sarah Furley's Draft Housing statement for reasons for having settlements (part 1 of LCA) and write up guiding principles for settlement boundaries **(HN)**
- Complete Maps of settlement boundaries **(KL)**
- Draft policy for infill and exception dwellings in the parish settlements and also policy for second homes in Malpas **(DJ)**
- Gather dwellings and second homes census data **(LJ)**
- Papers already written relating to the village settlements but additional information needed for St Clement village **(DJ)** and maybe outlying areas.

**v. Historic buildings, heritage**

- Draft description of heritage in the parish
- Identify local assets – include a map
- Draft policies to protect and enhance them.
- Modern and historic maps **(KL)**
- Listed building info from Heritage Website – (already got LJ)
- Summary of above **LJ and KL**

**vi. Community facilities. Open spaces, footpaths, cycle paths Recreational facilities**

- Draft description of community assets in the parish
- Identify communities facilities on a map (Village halls, churches, cemetery? etc. **(KL)**)
- Allocate Local Green space – draft policy **(HN)** – Consider Schools green spaces.
- Identify footpath maintenance and cycle path provision as a funding priority. (Footpaths Policy sect 106 agreement for builders) Footpaths and Permissive footpaths at Pencallenick School and Tregonning Farm.
- Cycle Routes – link to St Erme Parish. Multiuser cycle and footpath from Tresillian to Probus. **(PT)**
- Allocate sites for access to the water – current and new sites. Map as part of the community assets to protect them e.g. Quay access by Carrs Garage, Tresillian

**vii. Renewable energy**

No action as no comments received from the community

**viii. Education, skills, economy, jobs**

- Draft description of business profile in the parish
- Map employment sites
- Further business consultation?
- Draft policy

#### **Other Actions/data needed for evidence**

- Cornwall Council Business rates via parish council (**PT, HN**)
- Mapping of existing large businesses (**KL**)
- Policy retained for employment use – do we need more evidence?
- Evidence on small businesses, expansion of existing businesses
- Permissive use of Agriculture
- Floodplain maps – Tresillian river done by **KL** but other areas to be added if possible.
- Possibility of parking policy allowing 2 parking spaces for 2 bed homes and 3 parking spaces for 3 bed homes?
- **DJ** and **KL** to look for housing sites from the Tregothnan side of the river. Query sites all three exception sites.
- Check Truro and Kenwyn for any settlement boundaries/sites.
- St Clement Village description to be written by DJ and Joanne Ashley
- Buckshead description to be written by Peter Thomas (see also David Stones description for Laniley,
- Source and use the Radcliffe and Radcliffe Historic supplementary document of the Fal river 1997.